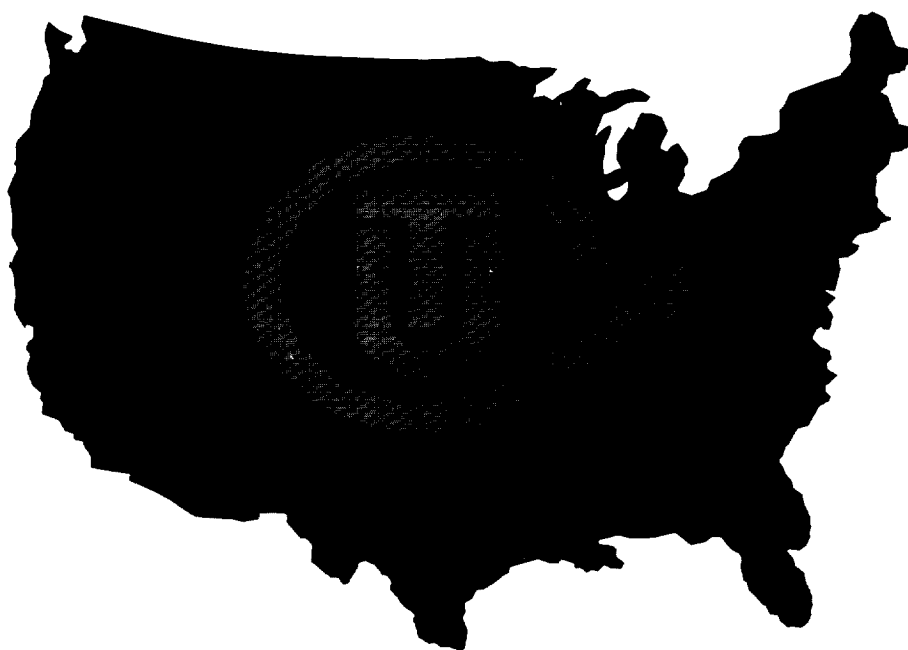


NASA-CR-195966

Technology Utilization Network System [TUNS]



(NASA-CR-195966) TECHNOLOGY
UTILIZATION NETWORK SYSTEM (TUNS):
OVERVIEW AND TECHNICAL DESCRIPTION
(Information Systems and Networks
Corp.) 181 p

Overview & Technical Description

Prepared for
The TU Program Conference
September 22-24, 1986

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TECHNOLOGY UTILIZATION NETWORK SYSTEM

[TUNS]

Overview & Technical Description

The TU Program Conference

September 22-24, 1986

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OVERVIEW

Proposed TUNS System Concept

The proposed Technology Utilization Network System (TUNS) is intended to provide the benefits of current office automation technology in the capture, evaluation, and dissemination activities of technology transfer. TUNS will include PCs at each TU-related office, one or more central computers, and networking which connects the central computer and all of the PCs. Each location will have a variety of software packages (both off-the-shelf and custom designed) to meet the needs of users at that site. Each PC will be able to operate independently, connected to a local network, and/or as a workstation connected to the central computer facility. Communications facilities will be available to allow each PC to transmit and receive data as necessary (such as the transmittal of NIR's, reports, budget data, etc).

TUNS must be designed with the both the overall goals of the NASA Technology Utilization Division and the particular responsibilities of the end users in mind. This will require a system which is technologically current and capable of evolutionary growth as the state of office automation changes. The demonstration model being presented is intended to show how modern technology can be utilized in making technology transfer more efficient. The TUNS demonstration model is a PC-based system to meet the data processing, communication, and office automation needs of the entire NASA TU community. The TUNS demonstration model addresses these design goals in several ways:

- o Use of latest industry standard personal computers
- o Use of off-the-shelf office automation software
- o Use of a modern data base management system for data capture and retrieval functions, thus providing data independence

The ultimate functional and technical definition of TUNS as an operational system is yet to be determined.

TUNS Relationship to TU Requirements Within NASA

TUNS will allow for quicker, more uniform, and efficient information gathering for all aspects of contract administration, new technology reporting, and other technology transfer activities. It will provide software for NTR clause administration, contract correspondence, NTR tracking, awards administration, and general office automation to the TU Office. TUNS will also provide software for use by the IACs and others involved in technology transfer. This will include software to assist in the preparation and submittal of marketing plans, cost proposal preparation, customer support, and general office automation.

Another feature to be provided by TUNS is an automated orientation and training facility. This facility will provide PC-based training in the use of the off-the-shelf and custom developed TUNS software, as well as TU orientations for use in initiating contract technical representatives and others in their duties as related to TU.

TUNS will provide increased levels of office automation and heretofore unavailable assistance with NTR contract administration, correspondence, and reporting.

TUNS User Profile

The capabilities provided by TUNS are expected to assist most, if not all, of the personnel involved in technology transfer. Capabilities are envisioned to assist the following users in their day-to-day activities:

- o Technology Utilization Officers
- o Technology Utilization Office Staff
- o Industrial Application Center Directors
- o Industrial Application Center Staff
- o Technology Counselors
- o Headquarters Technology Utilization Staff

In addition to the users outlined above, applications are also envisioned which will provide support for the following sets of users:

- o Tech Brief Evaluation Contractor
- o Tech Brief Preparation Contractor
- o STI Facility Contractor

The various TUNS users have different needs. Each location will receive those software packages needed by the users at that site. All users will receive the general office automation packages which include calendars, TU Bulletin Board, TU Electronic Mail, several on-line directories, on-line "notepads", conferencing, word processing, spreadsheet, and graphics. These capabilities will improve overall office functioning and efficiency.

TUNS Development Team

TUNS will be developed through a team effort between Information Systems and Networks corporation (ISN) and the NASA TU Division staff. From NASA Headquarters, Royal Bivins will be the overall program manager to determine system development policy and provide overall management direction. Leon Lopatin, also from NASA Headquarters, will be the project manager. Mr Lopatin will provide day-to-day project technical direction on the project, as well as handling status reviews and progress reporting to the program manager and other NASA management. From ISN, Tom Judkins will be the project manager. Mr Judkins will provide overall project guidance and direction on the part of the contractor. A user working group made up of various members from the NASA TU "family" will provide guidance on the functional requirements for TUNS. The user working group and the system development contractor will work very closely to ensure that every facet of TUNS is developed in accordance with real life user needs.

System Development Schedule

The current estimate is that TUNS can be developed in one and a half years. The development process is expected to occur in two phases. These phases are further broken down into tasks. Although it is too early in the process to identify specific deadlines, an overview of the tasks to be performed is provided below:

- o Develop and Present System Demonstration Model
- o Develop Project Management Plan and Activate User Working Group
- o Define User Requirements - Phase I & II
- o Perform Hardware Requirements Review - Phase I & II

- o Develop User Functional Definition - Phase I
- o Perform Functional Design Review - Phase I
- o Detail Software Design - Phase I Modules
- o Phase I Modules Design Review
- o Programming/Testing Phase I Modules
- o Install and Test Phase I Modules at Test Site
- o Install/Test/Train Phase I Modules at all other sites

- o Define Operational Central Processor
- o Implement Test Central Processor (LLNL)
- o Implement Operational Central Processor

- o Develop User Functional Definition II
- o Perform Functional Design Review - Phase II
- o Detail Software Design Phase II Modules
- o Phase II Modules Design Review
- o Programming/Testing Phase II Modules
- o Install and Test Phase II Modules at Test Site/s
- o Install/Test/Train Phase II Modules at all other sites

Concept Demonstration Model Overview

The Concept Demonstration Model is a presentation of ISN's design work on TUNS. This demonstration is presented to elicit questions and feedback from the NASA TU "family". It is not presented as a firm design. Rather, the demonstration model is presented as a starting point to stimulate ideas. Any and all of the demonstration model may be revised or disregarded, depending on the findings of the working group.

The Demonstration Model software has been developed using the following sources of information:

- o Chapman NTR study
- o CTA TU automation requirements/architecture
- o TUO/IAC discussions on existing PC software
- o ISN's knowledge of current off-the-shelf office automation software
- o Other TU studies and documents

For the demonstration, the model will be presented and explained. Response/critique forms are available at the end of this document. You are encouraged to provide your critiques and/or comments. When the user working group is organized (this event is currently planned early for October 1986), these comments and critiques will be used to assist in the functional definition of TUNS.

TUNS HIGHLIGHTS

TUNS provides a great deal of user and site independence, through the use of a distributed processing architecture. TUNS also provides the advantages of central coordination and consistency through the use of networking capabilities.

Network Concept

TUNS will enable each TU location to operate more efficiently through the use of automated tools. Each site will operate independently on its PC to maintain data for that office. However, because TUNS is a complete network, all offices will have the ability to electronically transmit data to other locations whenever needed. Further, having a central computer and bulletin board facilities available will allow for a more dynamic exchange of information between the various TU organizations.

DBMS Usage and Data Flexibility/Independence

TUNS will operate using a data base management system. For the model, dBase III Plus is being used, although another may be selected for the operational system. Some advantages of using an advanced DBMS are the flexibility and data independence it provides. Although screens, reports, etc. can be defined in advance, the data is independent of these programs. Thus, the data base definition can be altered, new reports developed, and ad hoc inquiry capabilities expanded as necessary without affecting established programs or user capabilities.

System Flexibility

TUNS will be a user-friendly system with flexibility to accommodate individual needs. Access will be granted to the system based on USER-ID. These can be used to allow each user access to those programs and data bases he/she needs to perform his/her job. Help screens can be modified or expanded to provide supplementary information on-line to assist users. These can be changed as the system evolves. Similarly, menu screens can be customized based on user needs.

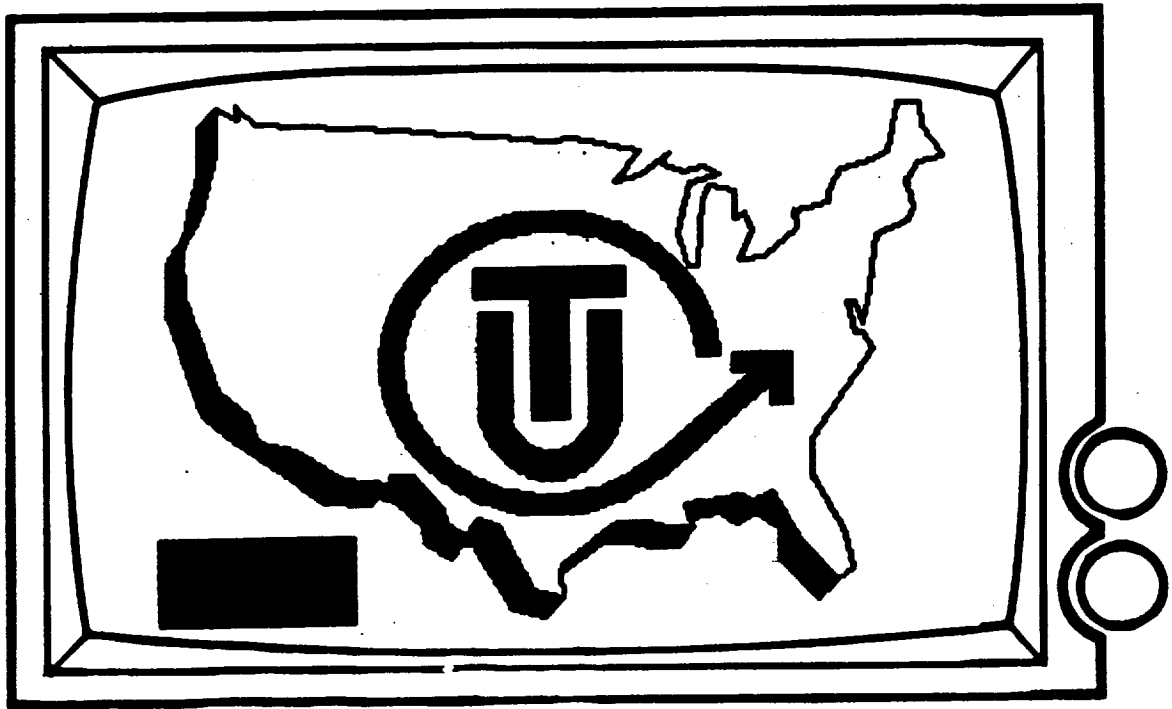
TUNS CONCEPT DEMONSTRATION MODEL INTRODUCTION

The following pages describe the Concept Demonstration Model design by showing the menus, stubs, and data screens in the Model. All of the menus and data screens shown are currently available within the Model environment. Where the suggested functionality has not been implemented, a text description of the proposed functions, referred to as a "stub", is shown; the user is then returned to the menu.

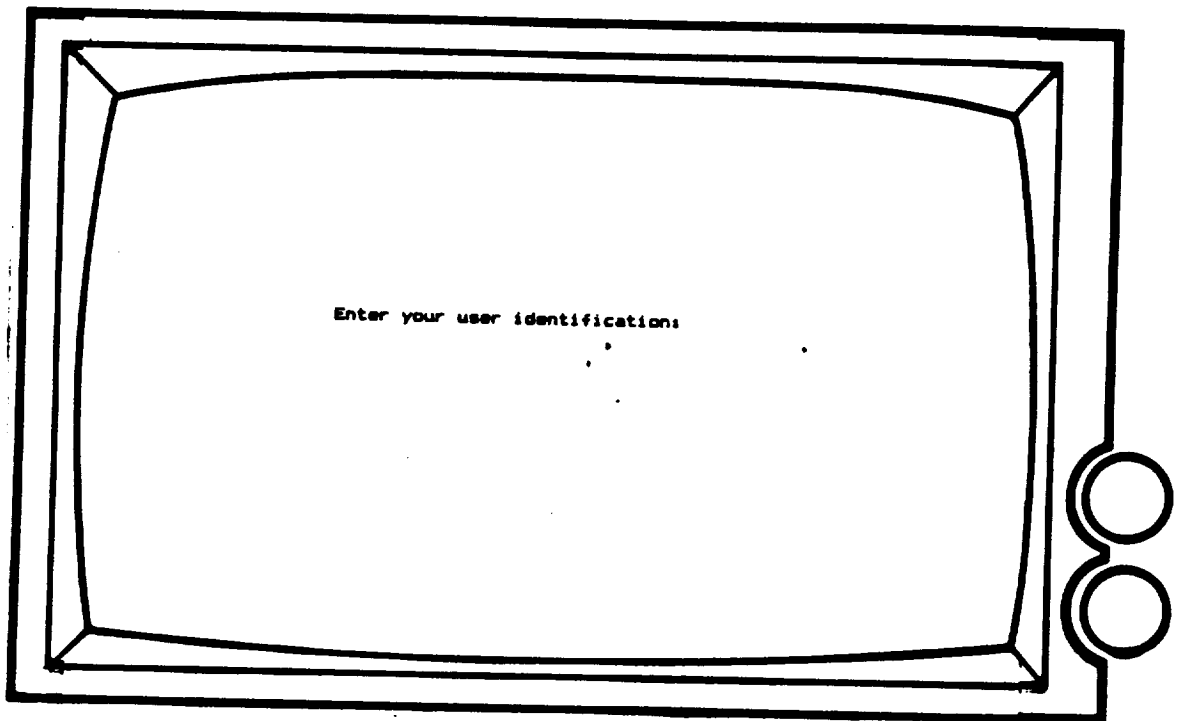
The purpose of the Concept Demonstration Model is to provide a starting point for discussions on the functional definition of TUNS. It is not an operational system. Although a variety of "off-the-shelf" packages have been used, any or all of these packages may be changed to better fit the final design. Based on feedback from both the NASA TU "family" in general and the user work group in particular, any or all of the menus and data screens may be changed.

Please review the information presented here, then provide feedback by filling out the TUNS Evaluation/Critique form at the end of this booklet. YOUR COMMENTS ARE NEEDED!

When the system is first turned, on the Technology Utilization Network System (TUNS) is introduced with the following logo.

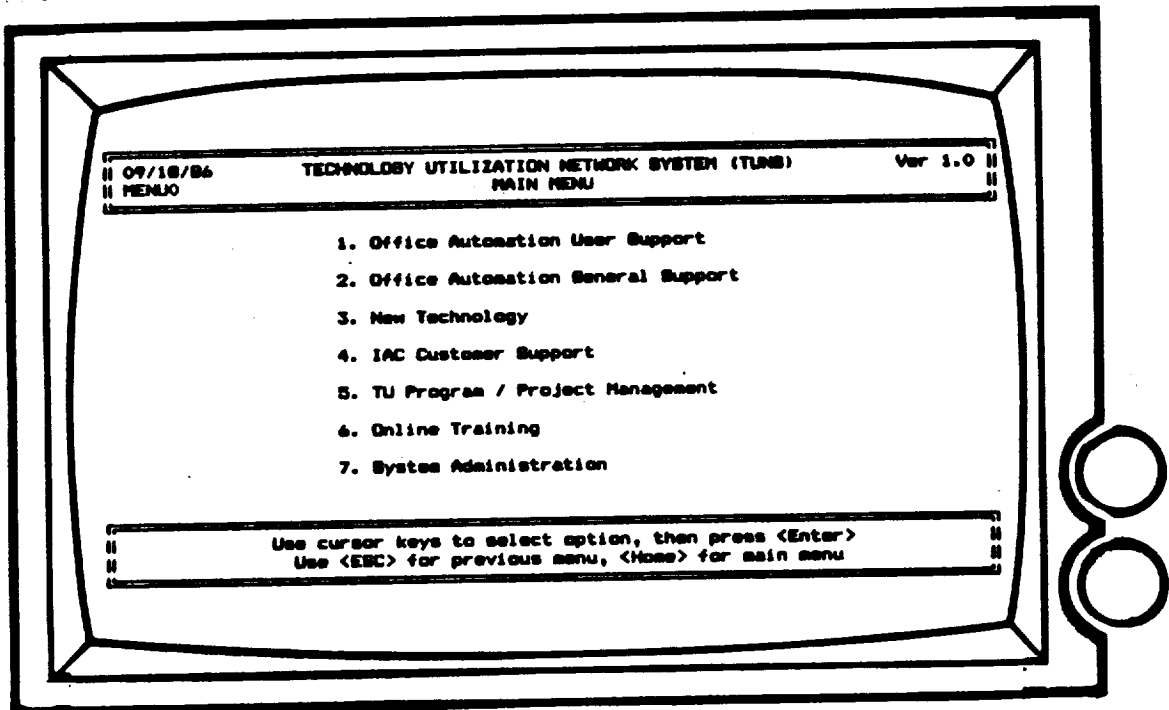


Press ENTER to go to the logon screen shown below.



Once you logon, you will be taken to the menu associated with your logon. This is controlled by the system administrator in order to give each user access rights in accordance with the capabilities he/she needs. A user with full access rights will go to the TUNS "Main Menu".

The TUNS 'Main Menu' lists all of the software packages locally available. Each site will have some or all of the TUNS packages, depending on the needs of users at that site (TUO, IAC, etc.). The 'Main Menu' shown below lists all the software packages available through TUNS. To select an option on this or any other menu in the system, press the arrow keys to highlight the option desired and then press the ENTER key. To exit from this or any other menu in the system, press the "Escape" (ESC) key. To return directly to the TUNS 'Main Menu' from anywhere else in the system, press the HOME key.



The software packages available are described briefly below.

o Office Automation - User Support

This package provides several functions to assist users in managing their time and activities and in contacting one another (TU Electronic Mail, Personal Calendar, Office Calendar, TU Bulletin Board, Who and Where Directories, and Notepads).

- o Office Automation - General Support

This package provides capabilities to automate several standard office tasks (Communications, Conferencing, Word Processing, Database, Spreadsheet, Graphics).

- o New Technology

This package contains software developed specifically for NASA TU offices. It provides capabilities to generate forms and documents unique to the TU community, track TU contracts and grants, track NTR items, generate reports specific to the TU environment, and maintain data on contractors and innovators.

- o IAC Customer Support

This package contains software developed specifically for IAC offices. In addition to providing communications linkage to the various bibliographic databases, it provides capabilities to track problems referred to experts; identify marketing contacts and link to various marketing tools; track customer requests and document orders; prepare standardized customer correspondence, cost proposals, purchase orders, customer reports, and invoices; and generate reports specific to the IAC environment.

- o TU Program/Project Management

This package provides capabilities to automate several TU management responsibilities. (Application Project Management; Budget Preparation/Transmit/Receive; Generate Headquarters Management Reports, TUO Management Reports, and IAC Management Reports).

- o On-Line Training

This package provides on-line tutorials for both the TU program in general and the TUNS software packages.

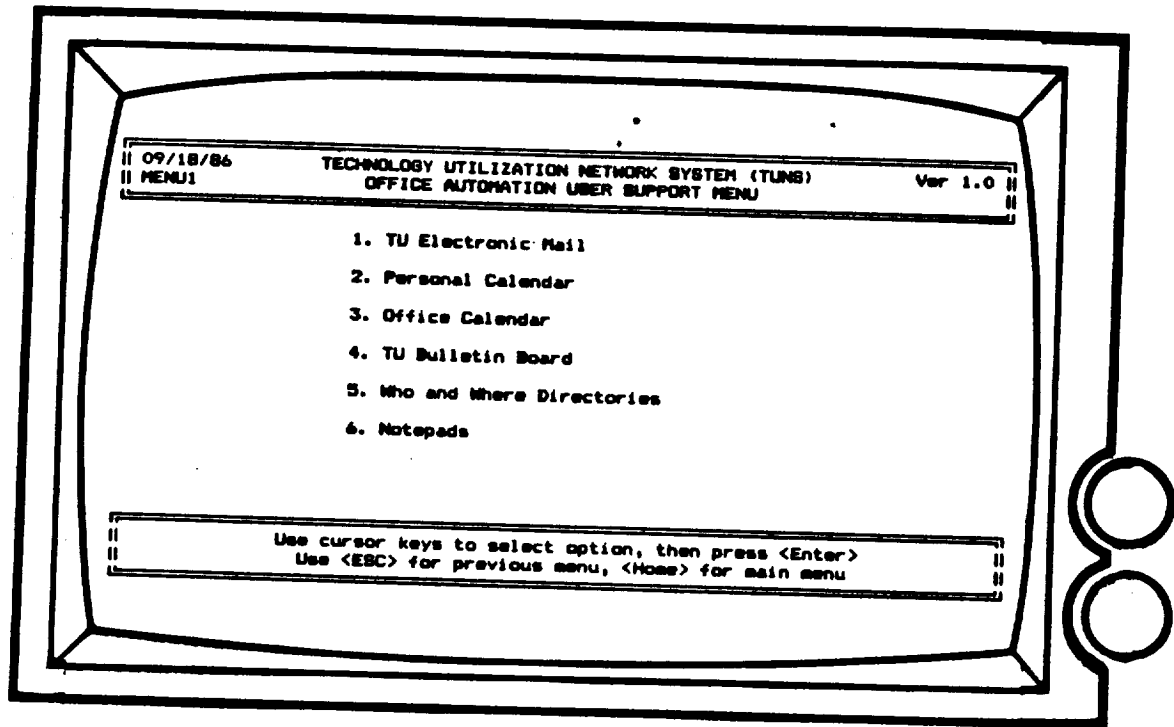
- o System Administration

This package provides capabilities to backup and maintain the TUNS system itself.

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1.0 Office Automation - User Support

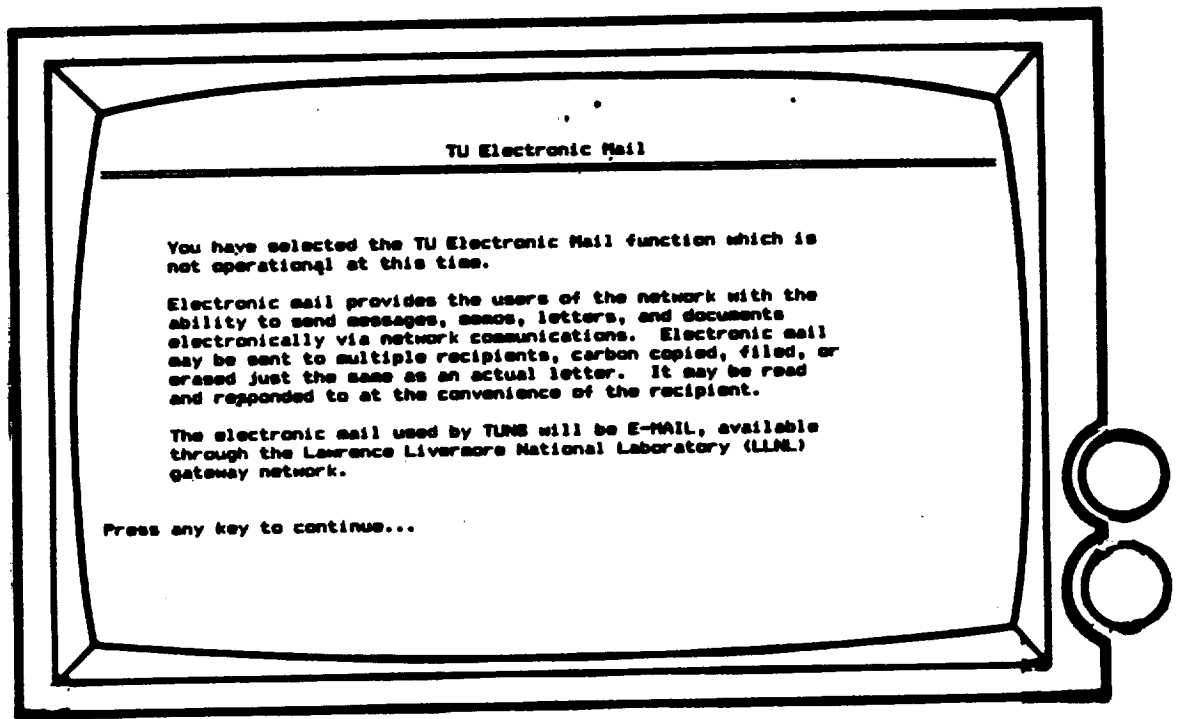
When you select Office Automation User Support from the TUNS "Main Menu", the "Office Automation User Support Menu" is displayed, as shown below.



From here, choose which of the utilities listed you would like to use. The system will then display the first screen related to that function.

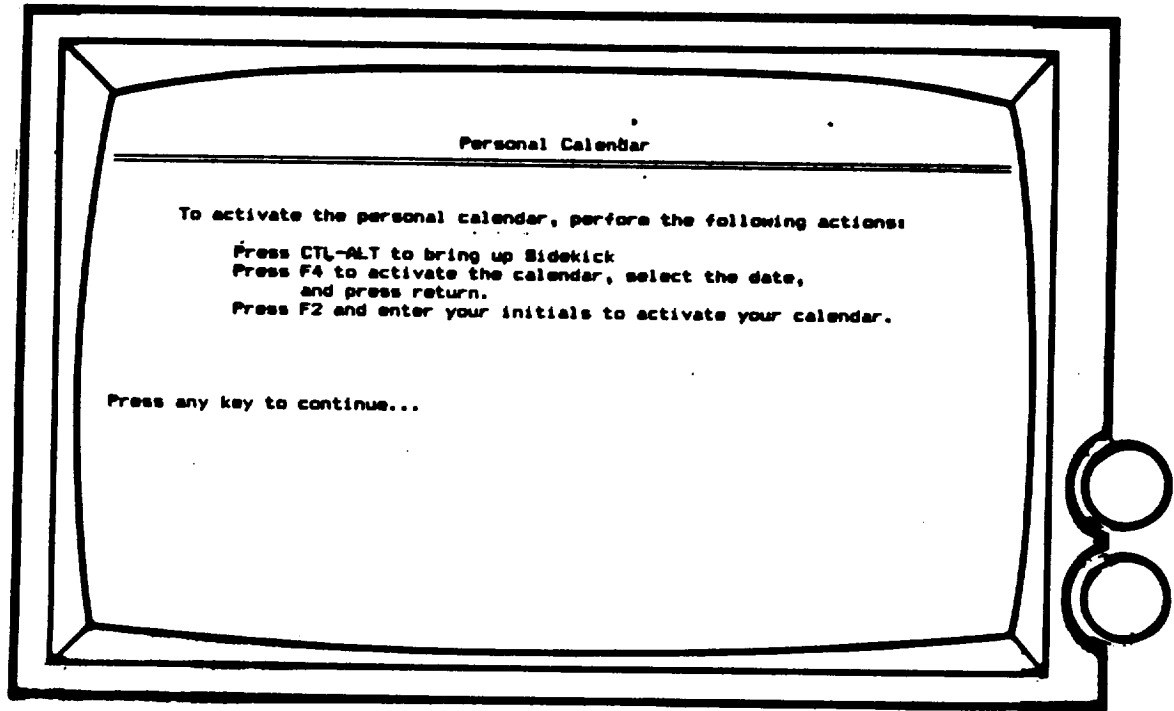
1.1 TU Electronic Mail

When you select TU Electronic Mail from the "Office Automation User Support Menu", the following description is displayed.

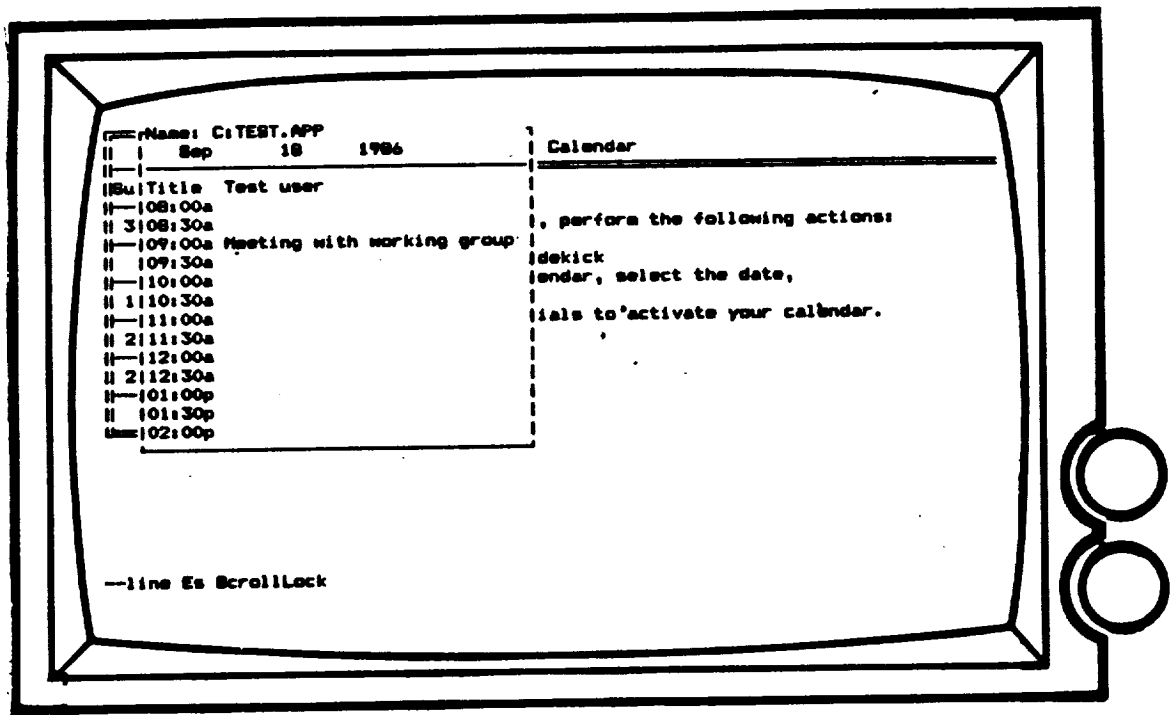


1.2 Personal Calendar

When you select Personal Calendar from the "Office Automation User Support Menu", the following instructions are displayed.

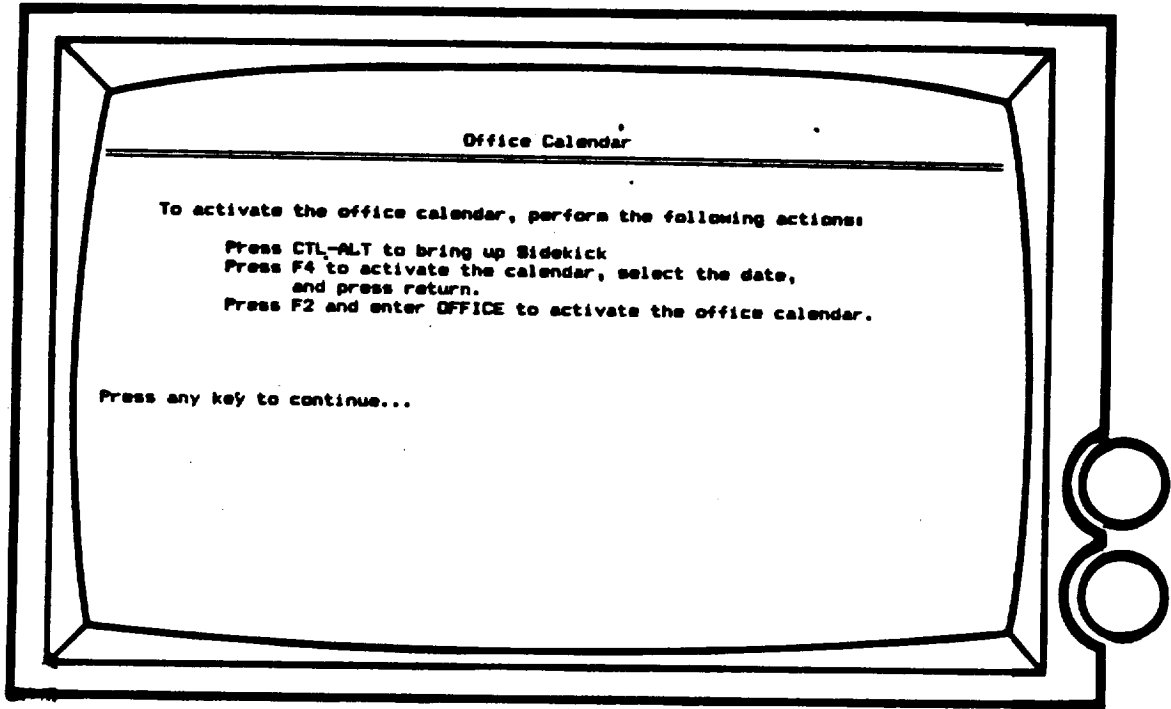


In the Concept Demonstration Model, the Sidekick package is used to provide personal calendars. An example of a personal calendar implemented through Sidekick is shown below. Although it may appear confusing on paper, the use of colors on the screen enables the user to move through the "pop-up windows" easily.



1.3 Office Calendar

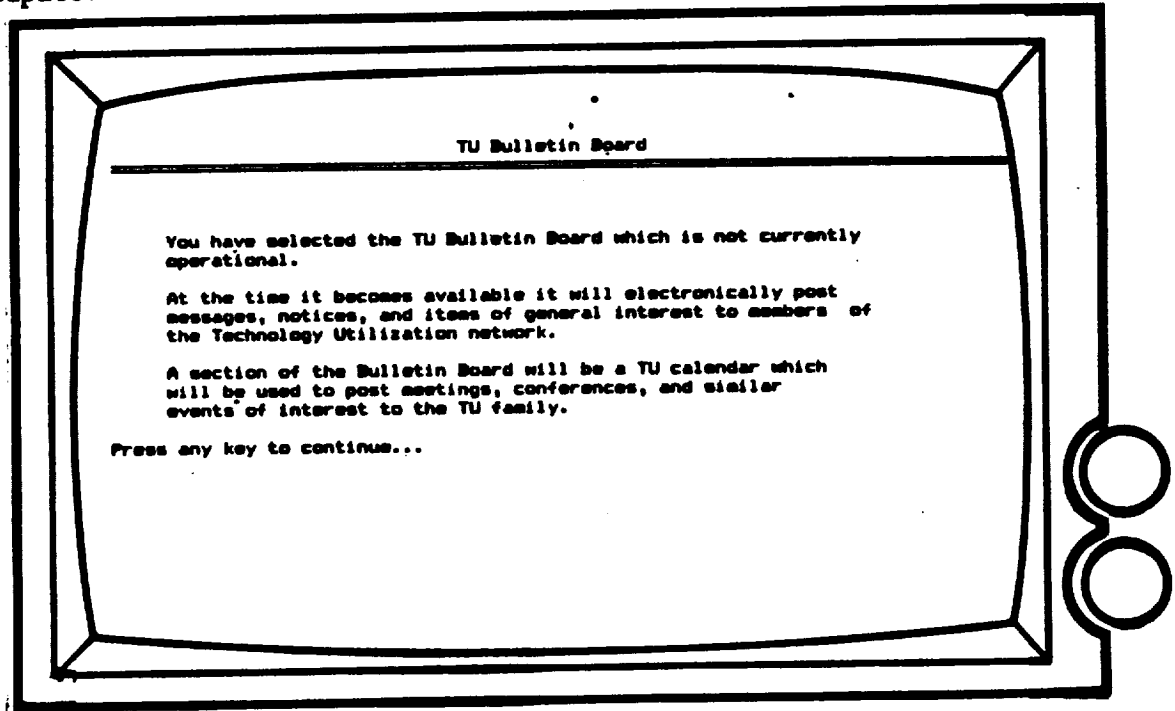
When you select Office Calendar from the "Office Automation User Support Menu", the instructions for accessing the Office Calendar are displayed.



In the Concept Demonstration Model, the Sidekick package is used for an office calendar. This is similar to the personal calendar function.

1.4 TU Bulletin Board

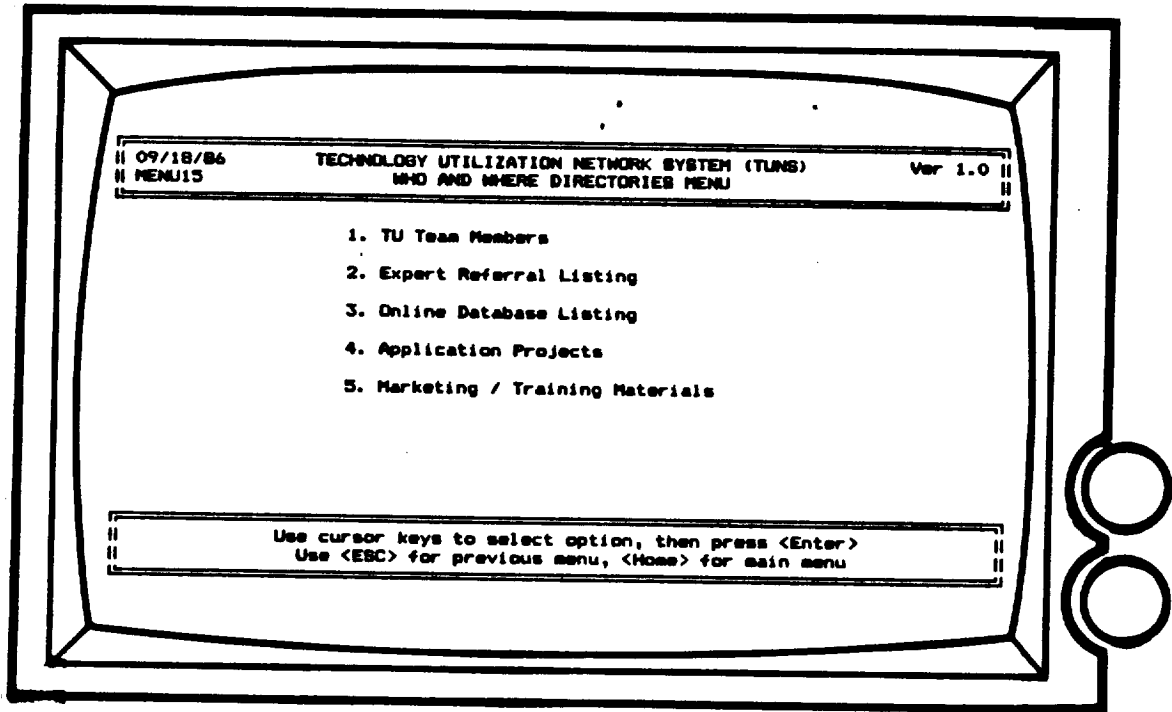
When you select TU Bulletin Board from the "Office Automation User Support Menu", the following screen is displayed to briefly explain what is anticipated for the TU Bulletin Board function.



From here, press any key to return to the "Office Automation User Support Menu".

1.5 Who and Where Directories

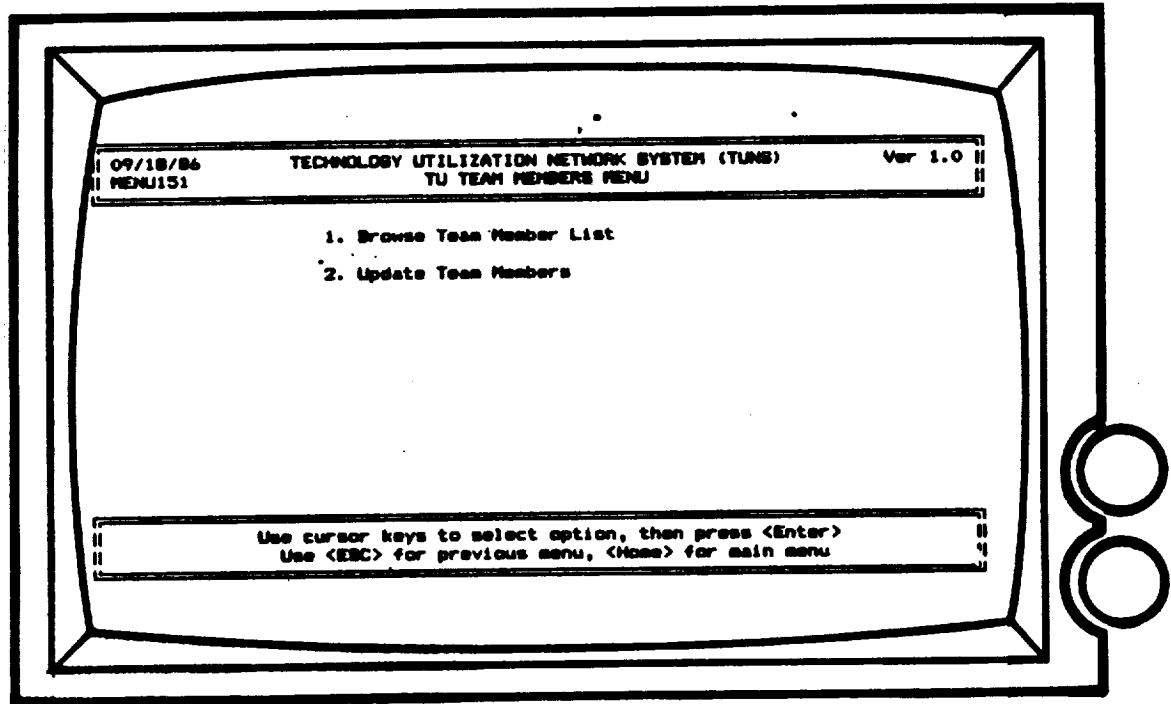
When you select Who and Where Directories from the "Office Automation User Support Menu", the "Who and Where Directories Menu" is displayed, as shown below.



From here, select the type of listing you would like to review. The system will then display the first screen related to that directory.

1.5.1 TU Team Members Directory

When you select TU Team Members from the "Who and Where Directories Menu", the "TU Team Members Menu" is displayed, as shown below.



The TU Team Members directory contains data such as the organization, mail code, and electronic mail address for each person in the directory. Select the function you would like to perform on the TU Team Members directory. The system will then display the appropriate screen for that function.

1.5.1.1 Browse TU Team Member Directory

When you select Browse Team Members List from the "TU Team Members Menu", you are first prompted to indicate where, within the directory, you would like to start browsing.

TECHNOLOGY UTILIZATION TEAM MEMBERS

LAST NAME:

Browsing

After you enter a name, the team members in the directory are displayed sequentially, as shown below. You may then page through the directory as needed.

BROWSE TU TEAM MEMBERS

Last name	First name	Organization name	Phone number
Team-member	Test	NASA Headquarters	(999) 999-9999

Press PgDn for next screen, PgUp for previous screen, or ESC to exit

1.5.1.2 Update TU Team Member Directory

When you select Update Team Members from the "TU Team Members Menu", you must first identify the person to be updated.

TECHNOLOGY UTILIZATION TEAM MEMBERS

LAST NAME: team_member FIRST NAME: test 2

This record does not exist ... do you wish to add it ? Y

Creating / Updating

You are then presented with the following one-page data entry screen on which to enter the information for the TU team member.

TECHNOLOGY UTILIZATION TEAM MEMBERS

LAST NAME: Team-member FIRST NAME: Test

TITLE: Test title

ORGANIZATION NAME: NASA Headquarters

MAIL CODE: Test Mail

TELEPHONE: (999) 999-9999 E. 99 OR

ELECTRONIC MAIL: SYSTEM LLNL-TIS NAME test

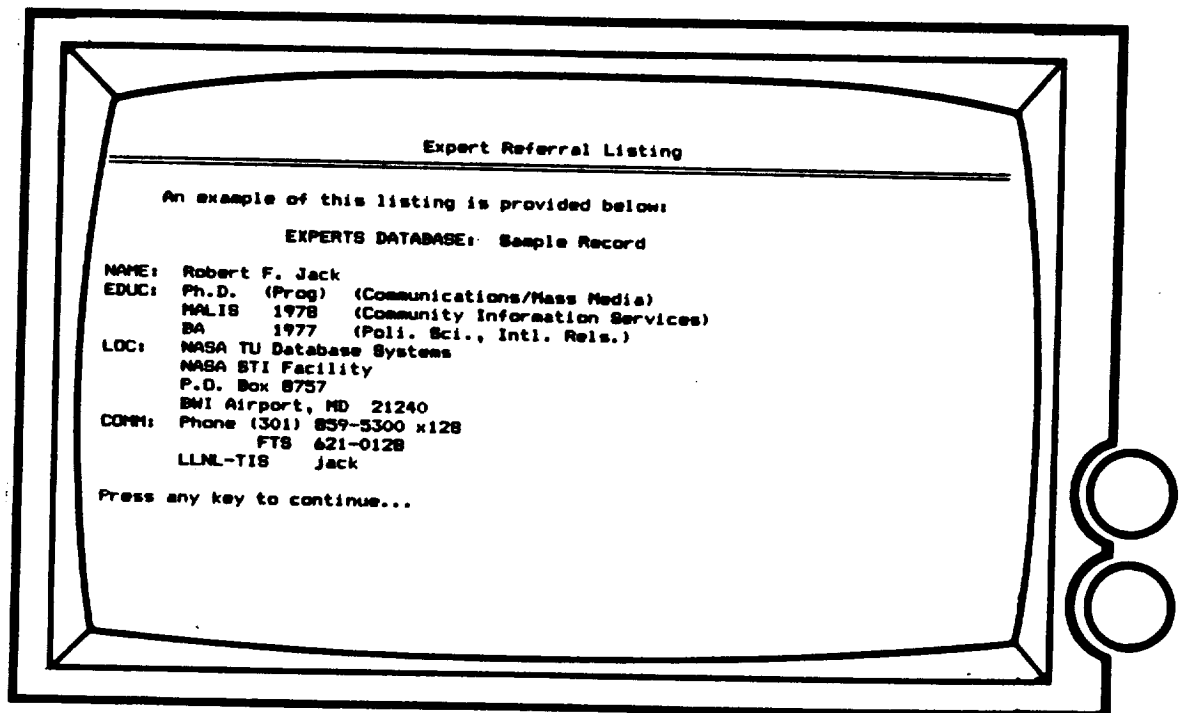
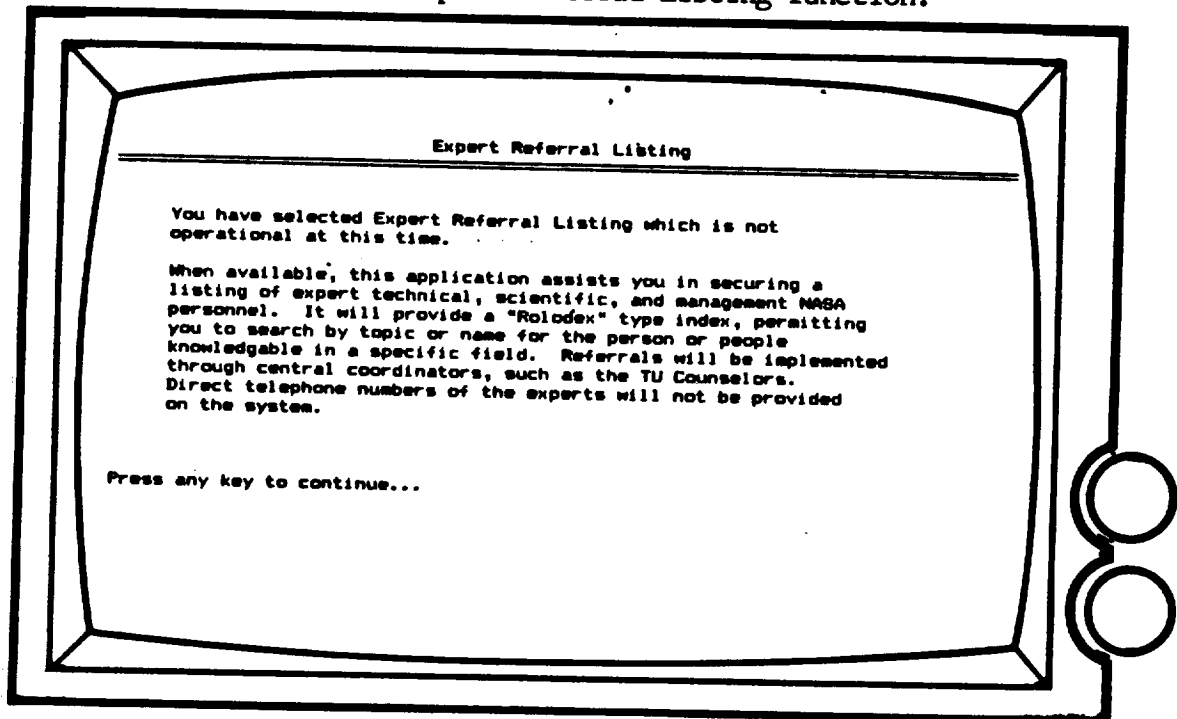
OR SYSTEM NAME

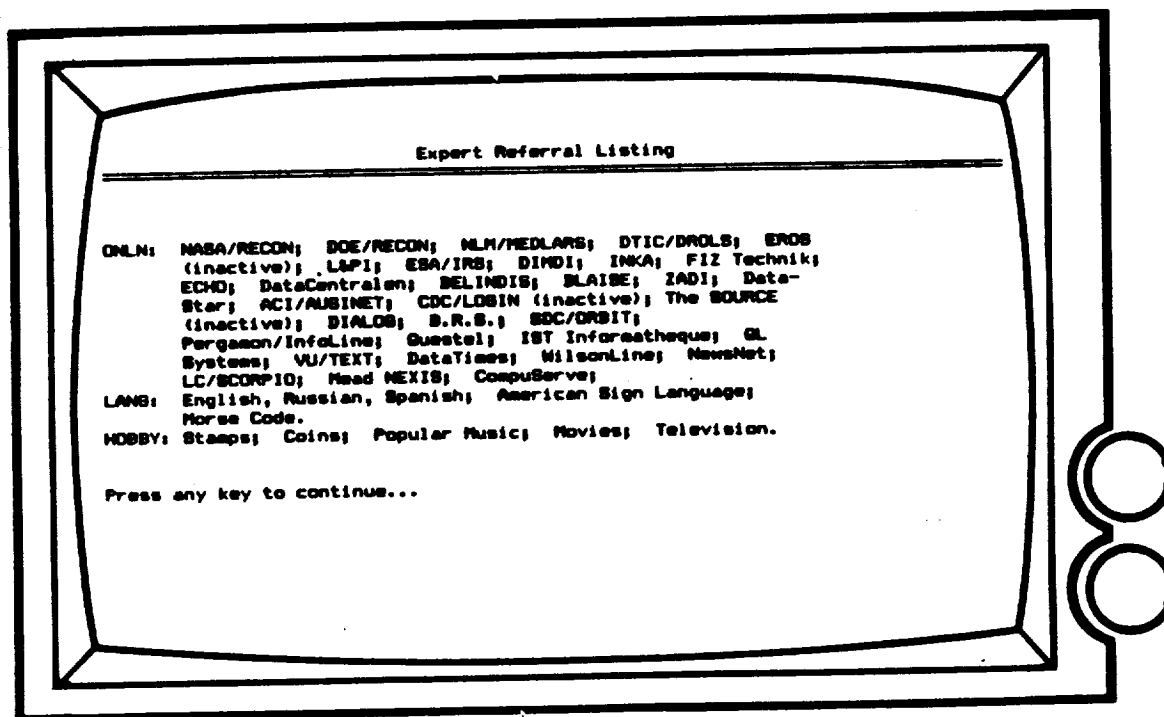
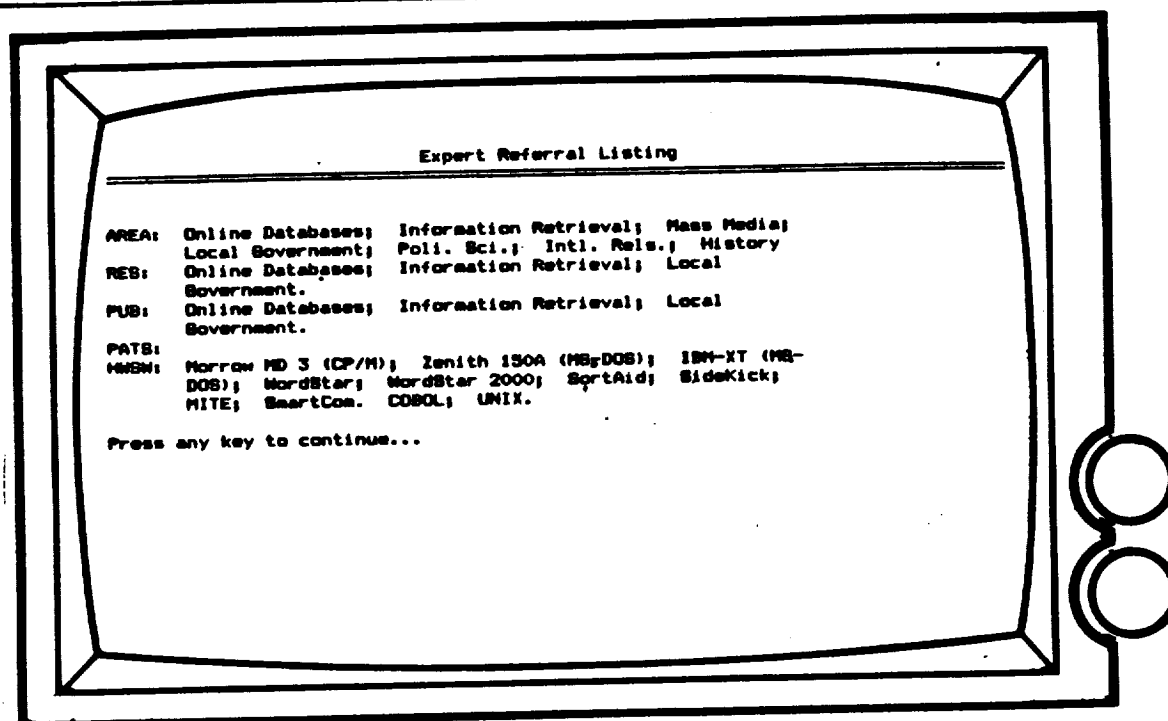
DESCRIPTION OF TU FUNCTION:

Test team member description of TU function

1.5.2 Expert Referral Directory

When you select Expert Referral Listing from the "Who and Where Directories Menu", the following four screens are displayed to briefly explain what is anticipated for the Expert Referral Listing function.

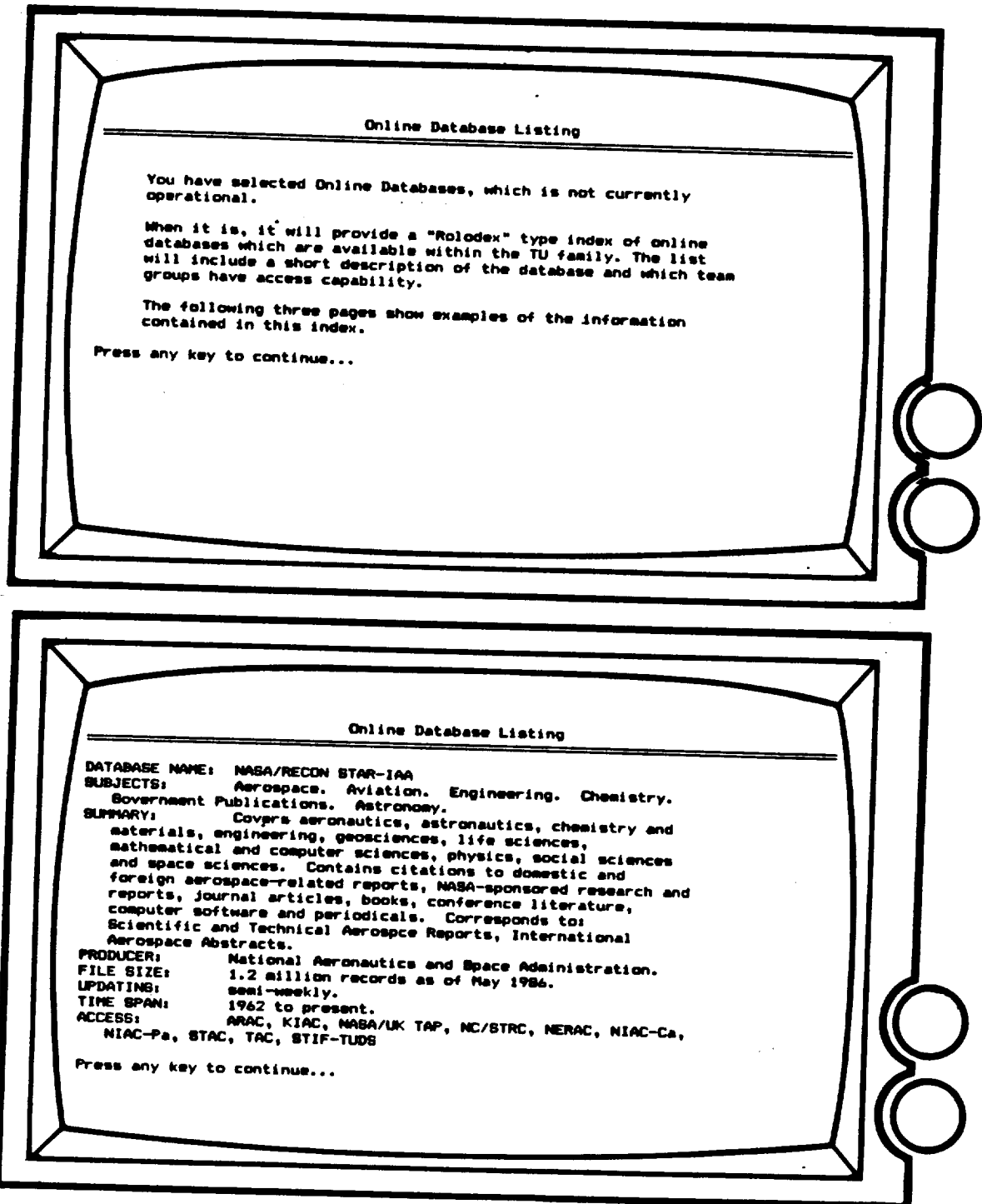




From here, press any key to return to the "Who and Where Directories Menu".

1.5.3 Online Databases Directory

When you select Online Databases from the "Who and Where Directories Menu", the following four screens are displayed to briefly explain what is anticipated for the Online Databases directory.



Online Database Listing

DATABASE NAME: NASA/RECON TECH BRIEFS
SUBJECTS: Technology.
SUMMARY: Contains short descriptions of innovative techniques concerning new products, new concepts, or new industrial processes. The Tech Brief program is geared to transfer technology from the government to the private sector. Often a Tech Brief is the forerunner of a patent application. Corresponds to : NASA Tech Brief Journal.
PRODUCER: National Aeronautics and Space Administration.
FILE SIZE: 10,308 records as of June 1984.
UPDATING: quarterly.
TIME SPAN: 1963 to present
ACCESS: ARAC, KIAC, NASA/UK TAP, NC/STRC, NERAC, NIAC-Ca, NIAC-Pa, STAC, TAC, STIF-TUDS

Press any key to continue...

Online Database Listing

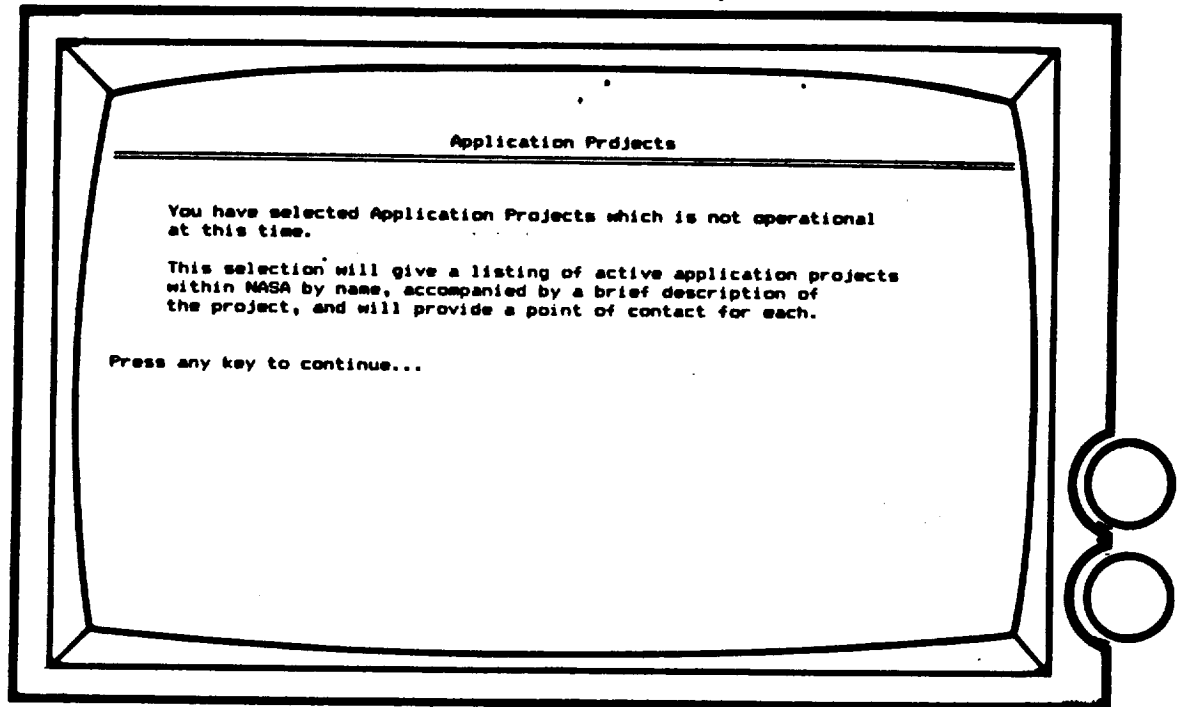
DATABASE NAME: NTIS. (NATIONAL TECHNICAL INFORMATION SERVICE)
SUBJECTS: Science. Technology.
SUMMARY: Contains summaries of government-sponsored research and technical reports in science and technology. Corresponds to: Government Reports Announcements & Index (GRA & I).
PRODUCER: National Technical Information Service (NTIS), U.S. Dept. of Commerce.
FILE SIZE: 1.3 million records as of Oct. 1985.
UPDATING: biweekly.
TIME SPAN: from 1964 to present
ACCESS: ARAC, KIAC, NASA/UK TAP, NC/STRC, NERAC, NIAC-Ca, NIAC-Pa, STAC, TAC, STIF-TUDS

Press any key to continue...

From here, press any key to return to the "Who and Where Directories Menu".

1.5.4 Application Projects Directory

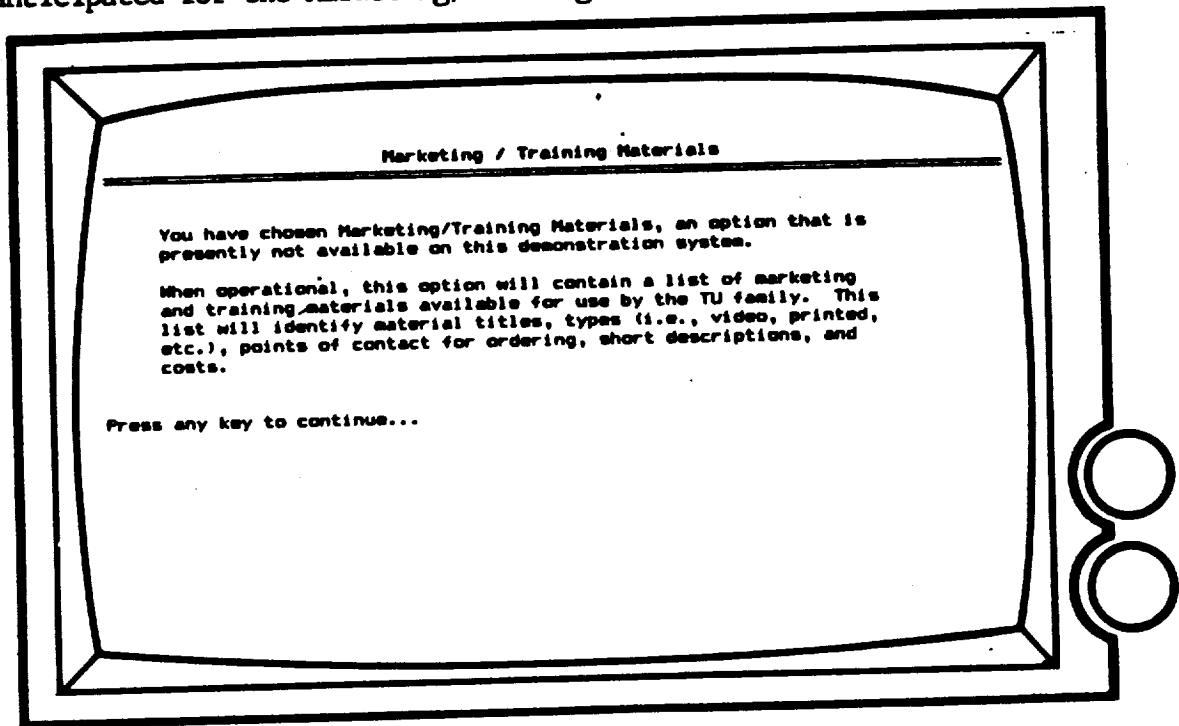
When you select Application Projects from the "Who and Where Directories Menu", the following screen is displayed to briefly explain what is anticipated for the Application Projects directory.



From here, press any key to return to the "Who and Where Directories Menu".

1.5.5 Marketing/Training Materials Directory

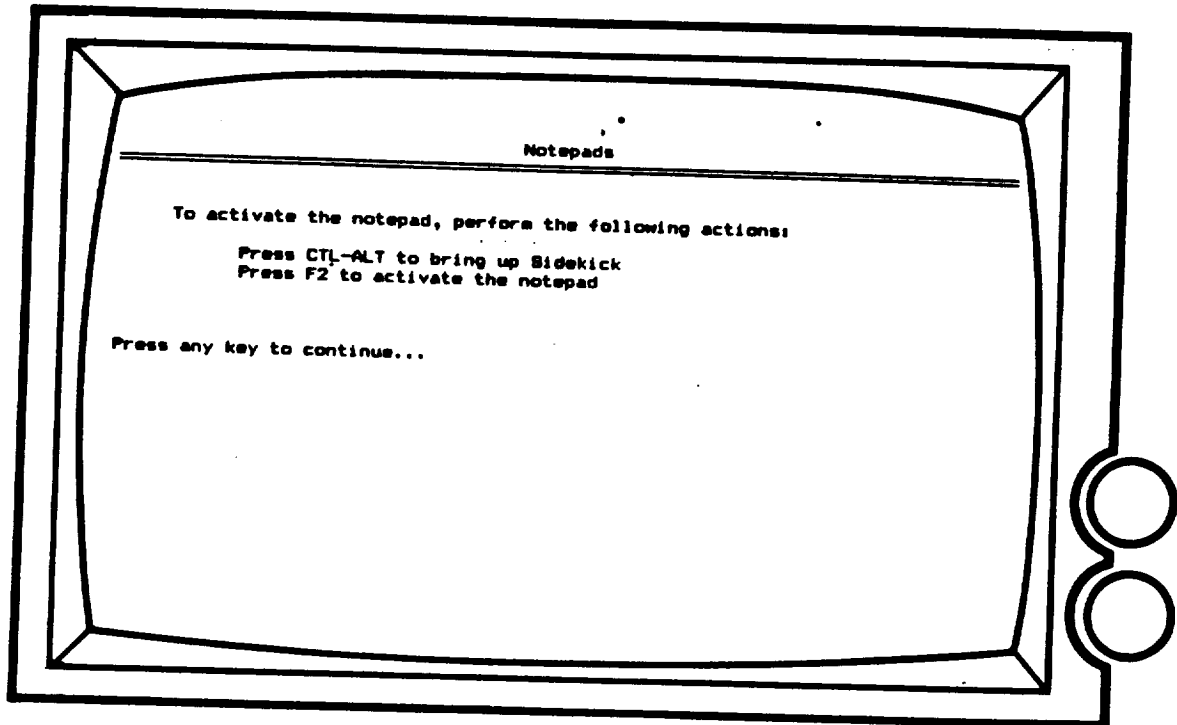
When you select Marketing/Training Materials from the "Who and Where Directories Menu", the following screen is displayed to briefly explain what is anticipated for the Marketing/Training Materials directory.



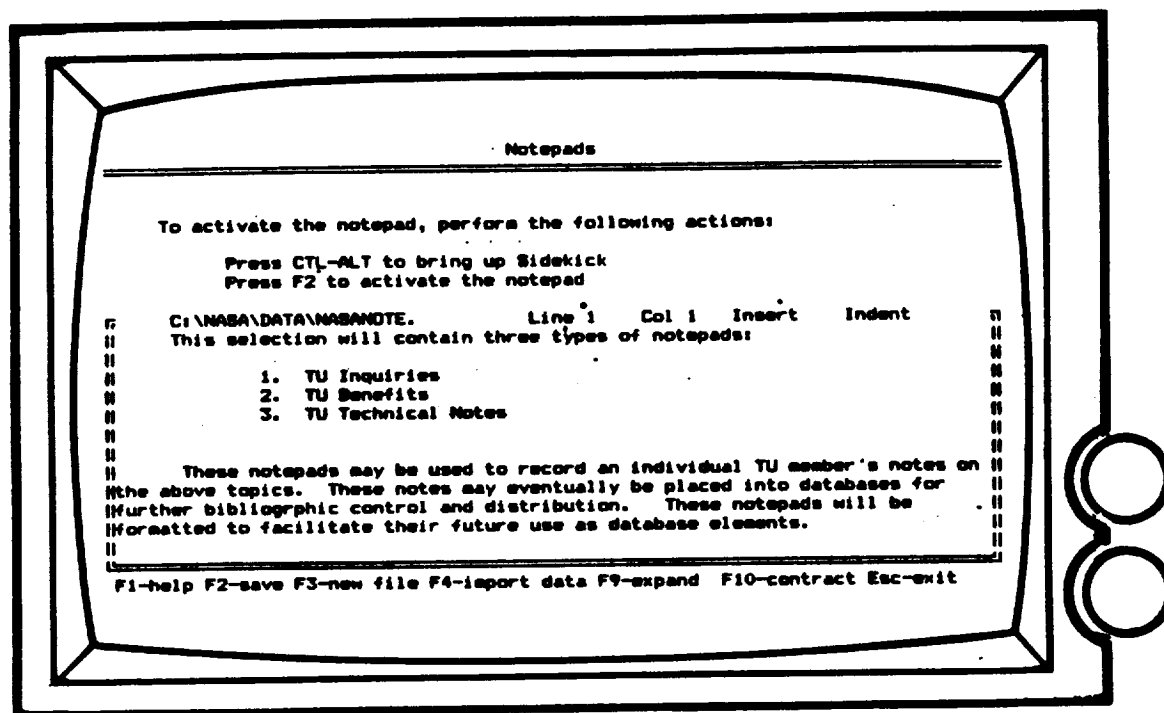
From here, press any key to return to the "Who and Where Directories Menu".

1.6 Notepads

When you select Notepads from the "Office Automation User Support Menu", the following instructions are displayed.

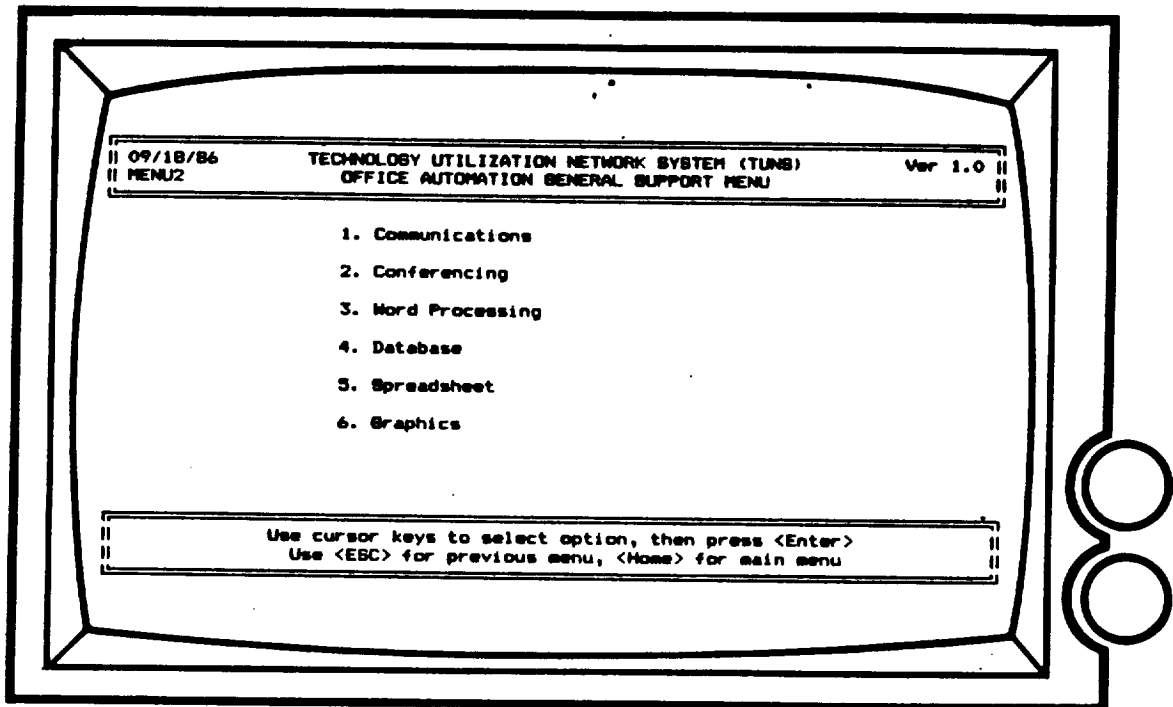


In the Concept Demonstration Model, the Sidekick package is used to provide the notepad function. After following the above instructions, the notepad "pop-up window" appears on the screen, as shown below.



2.0 Office Automation General Support

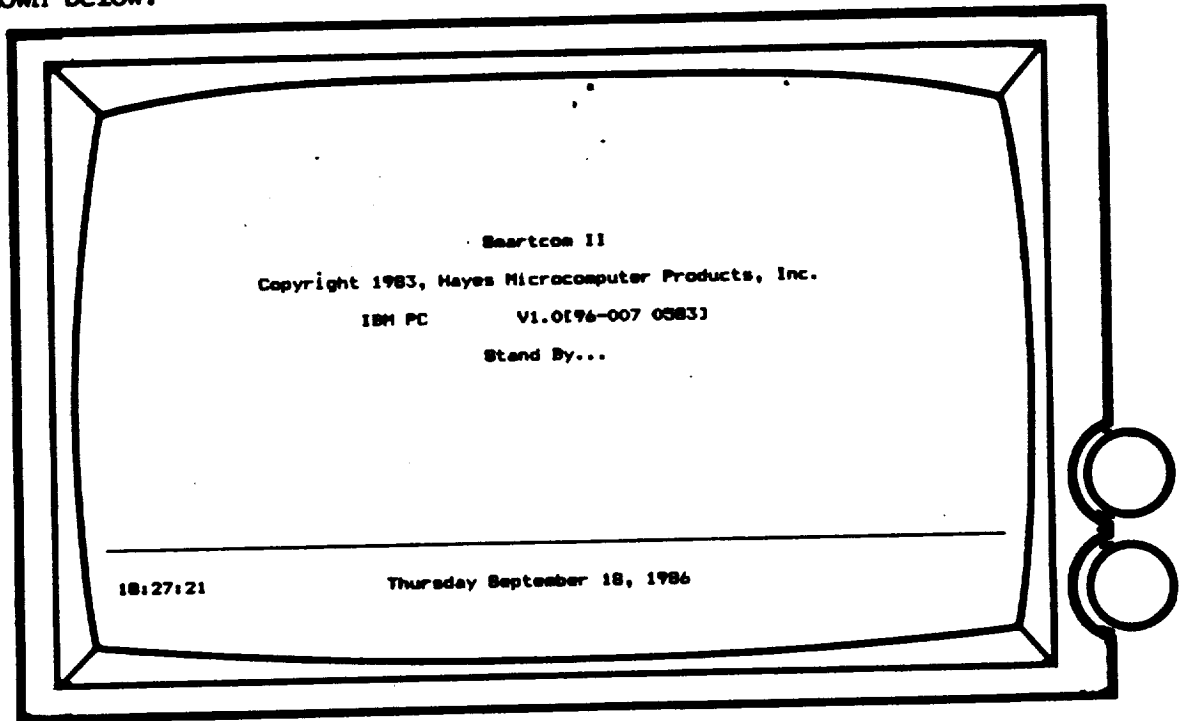
When you select Office Automation General Support from the TUNS "Main Menu", the "Office Automation General Support Menu" is displayed, as shown below.



From here, choose which of the utilities listed you would like to use. The system will then display the first screen related to that function.

2.1 Communications

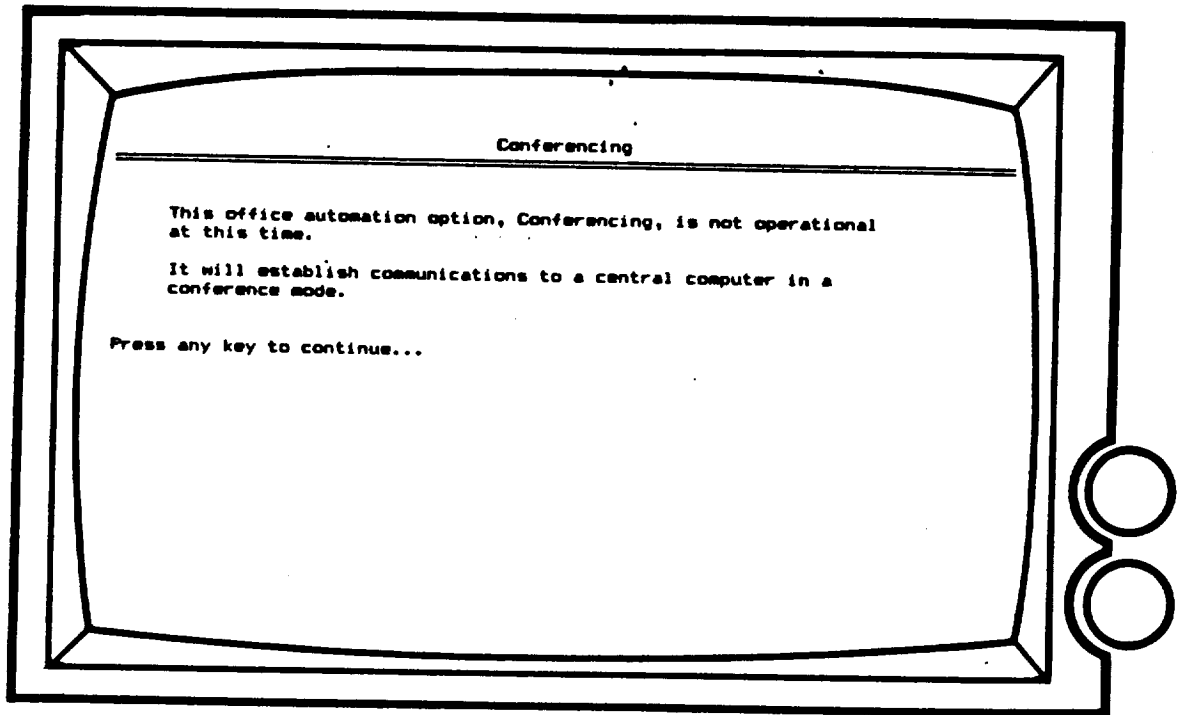
When you select Communications from the "Office Automation General Support Menu", the system links to Smartcom. The first screen in the Smartcom package is shown below.



Smartcom is a telecommunications package which allows you to attach to other computers and retrieve information from them. For information on using the Smartcom software, refer to the Smartcom user manual.

2.2 Conferencing

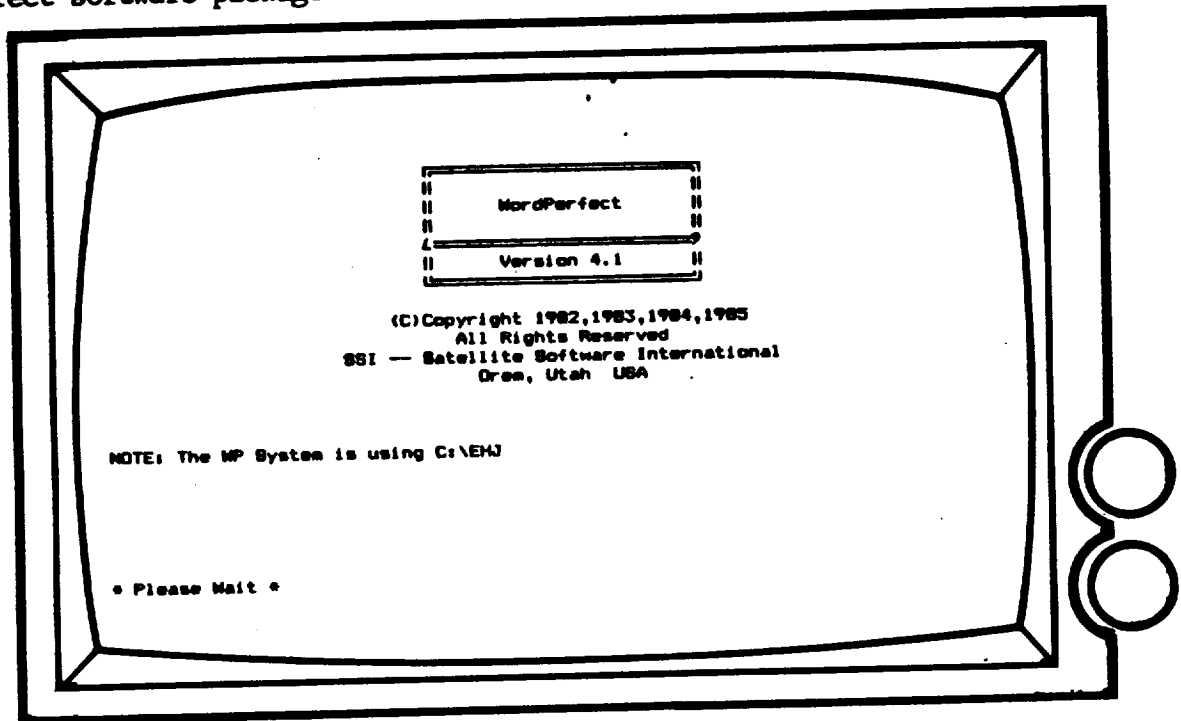
When you select Conferencing from the "Office Automation General Support Menu", the following screen is displayed to briefly explain what is anticipated for the Conferencing function.



From here, press any key to return to the "Office Automation General Support Menu".

2.3 Word Processing

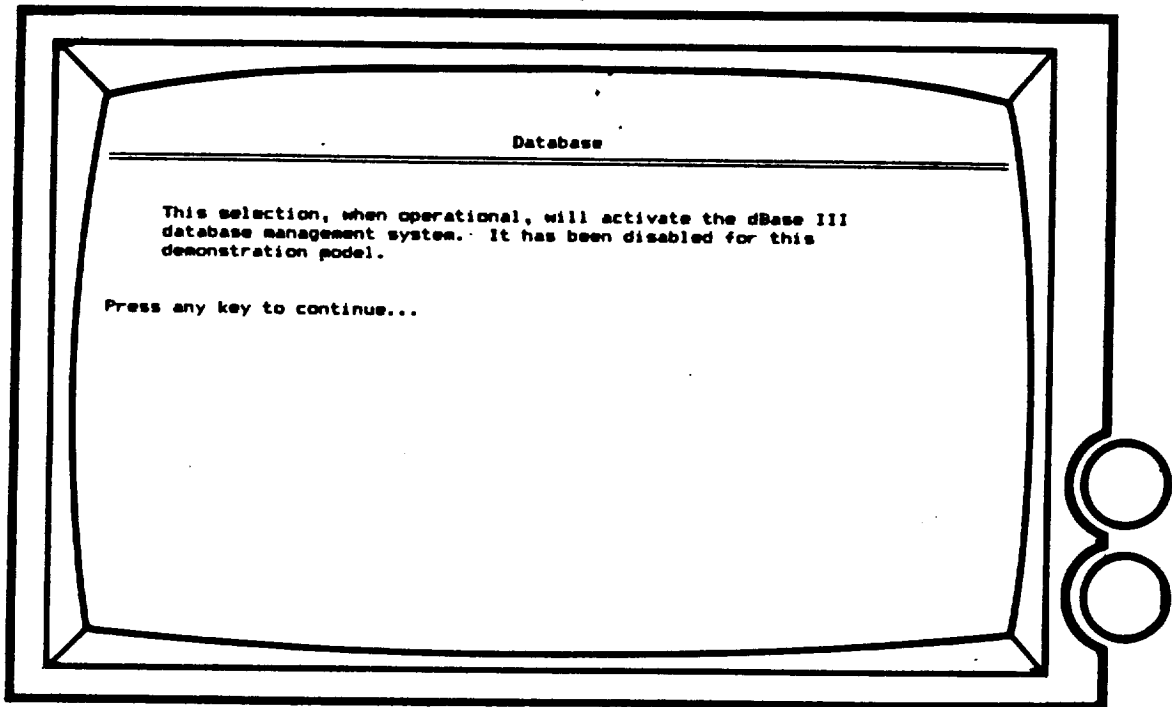
When you select Word Processing from the "Office Automation General Support Menu", the system links to Word Perfect. The first screen in the Word Perfect software package is shown below.



Word Perfect is a versatile word processing package. For information on using Word Perfect, refer to the Word Perfect user manual.

2.4 Database

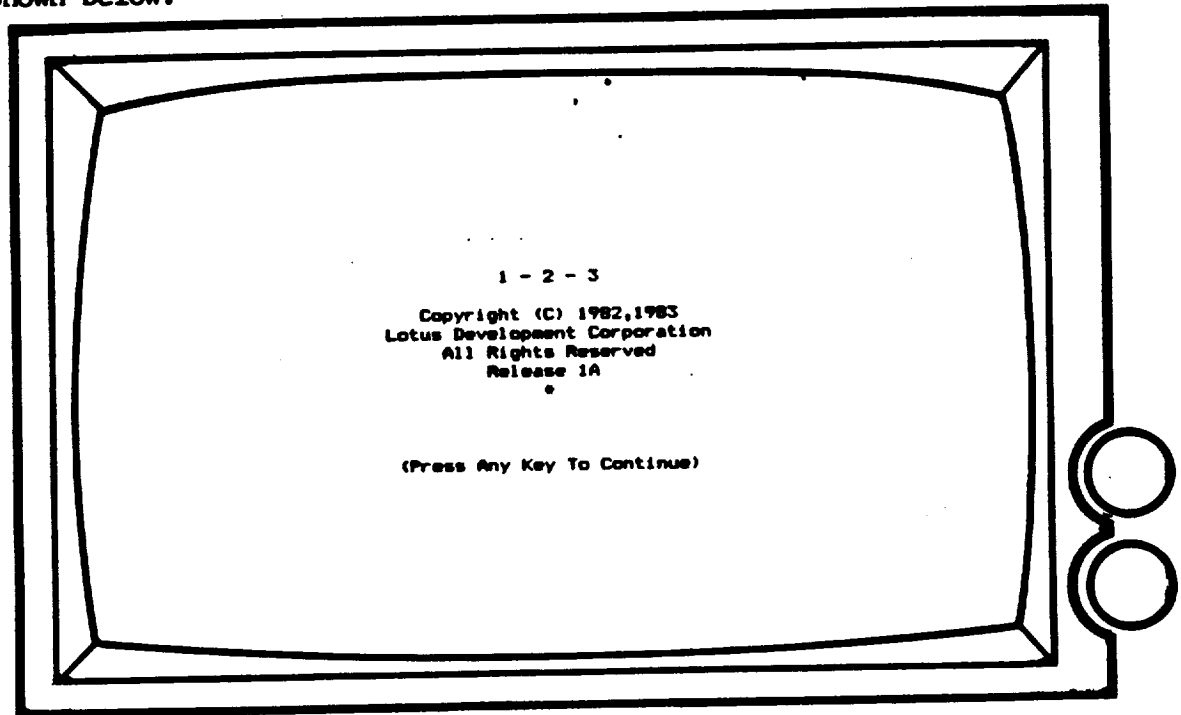
When you select Database from the "Office Automation General Support Menu", the following screen is displayed to briefly explain what is anticipated for the Database function.



From here, press any key to return to the "Office Automation General Support Menu".

2.5 Spreadsheet

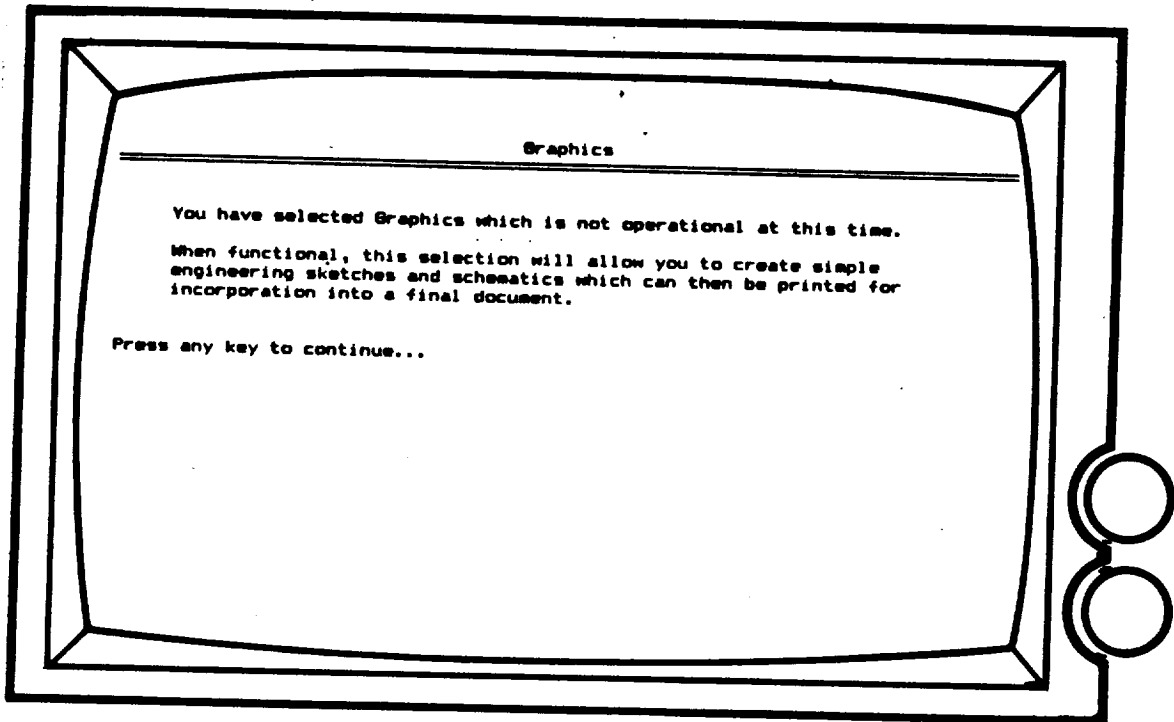
When you select Spreadsheet from the "Office Automation General Support Menu", the system links to Lotus 1-2-3. The first screen in the Lotus package is shown below.



Lotus 1-2-3 is an advanced spreadsheet package. For information on using Lotus, refer to the Lotus 1-2-3 user manual.

2.6 Graphics

When you select Graphics from the "Office Automation General Support Menu", the following screen is displayed to briefly explain what is anticipated for the Graphics function.

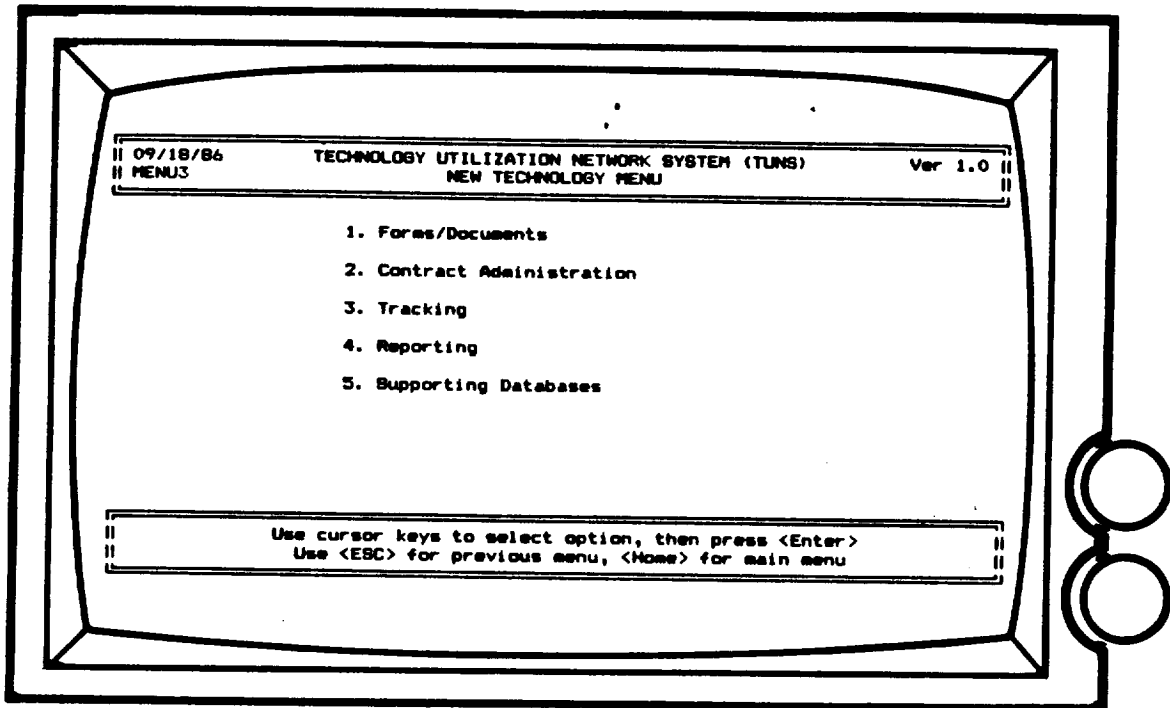


From here, press any key to return to the "Office Automation General Support Menu".

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3.0 New Technology

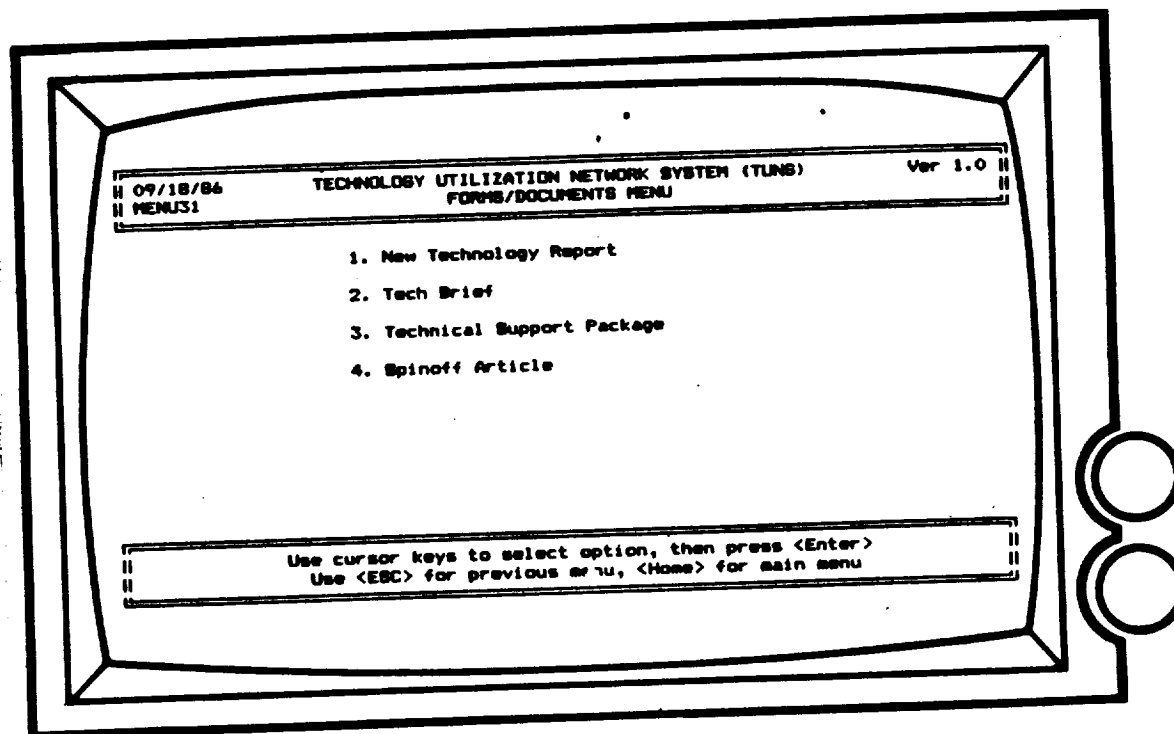
When you select New Technology from the TUNS "Main Menu", the "New Technology Menu" is displayed, as shown below.



From here, choose which of the New Technology functions you would like to use. The system will then display the first screen related to that function.

3.1 New Technology Forms/Documents

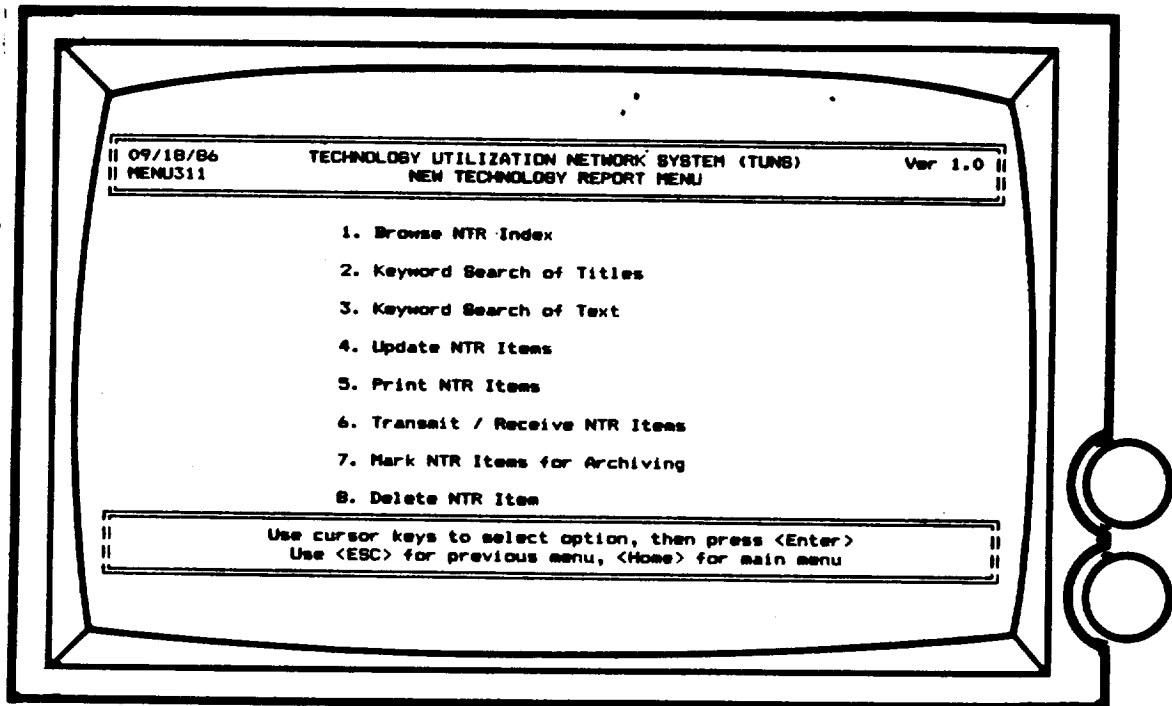
When you select Forms/Documents from the "New Technology Menu", the "Forms/Documents Menu" is displayed, as shown below.



From here, select the type of new technology form or document you would like to access or generate. The system will then display the first screen related to your choice.

3.1.1 New Technology Reports

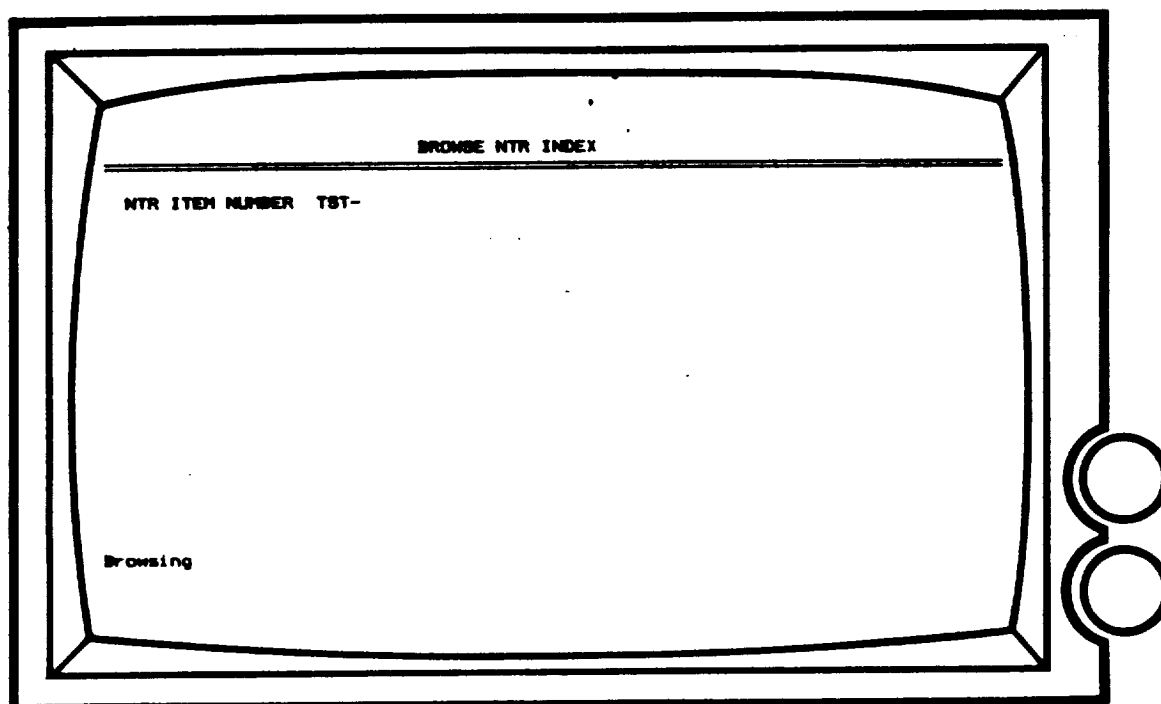
When you select New Technology Report from the "New Technology Menu", the "New Technology Report Menu" is displayed, as shown below.



From here, select the function you would like to perform on NTR items. The system will then display the first screen related to that function.

3.1.1.1 Browse NTR Index

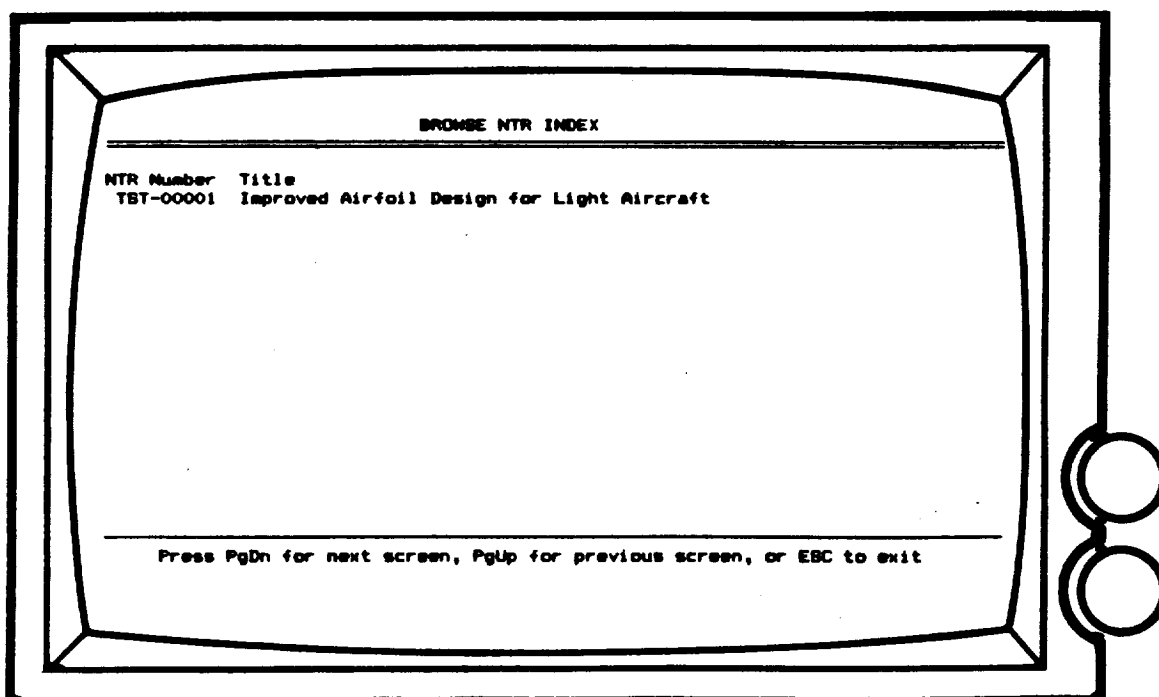
When you select Browse NTR Index from the "New Technology Report Menu", the following screen is displayed, allowing you to specify where you want to start browsing.



The screenshot shows a terminal window titled "BROWSE NTR INDEX". Below the title is a horizontal line, followed by a table header "NTR ITEM NUMBER TST-". The table contains one row with the text "Browsing". The terminal window has a decorative border with two circles on the right side.

NTR ITEM NUMBER	TST-
Browsing	

After you have specified a starting point, the NTR Index is displayed, as shown below. You may then page backwards or forwards throughout the file.



The screenshot shows a terminal window titled "BROWSE NTR INDEX". Below the title is a horizontal line, followed by a table header "NTR Number Title". The table contains one row with the text "TST-00001 Improved Airfoil Design for Light Aircraft". At the bottom of the screen, there is a line of text: "Press PgDn for next screen, PgUp for previous screen, or ESC to exit". The terminal window has a decorative border with two circles on the right side.

NTR Number	Title
TST-00001	Improved Airfoil Design for Light Aircraft

Press PgDn for next screen, PgUp for previous screen, or ESC to exit

3.1.1.2 NTR - Keyword Search of Titles

When you select Keyword Search of Titles from the "New Technology Report Menu", the following screen is displayed.

KEYWORD SEARCH OF NTR TITLES

FIRST KEYWORD:	AIRCRAFT	THIRD KEYWORD:
SECOND KEYWORD:		FOURTH KEYWORD:

Enter up to four key words. TUNS will then search the NTR item titles, selecting all items that contain any one of the key words. The results of the search are then displayed, as shown below.

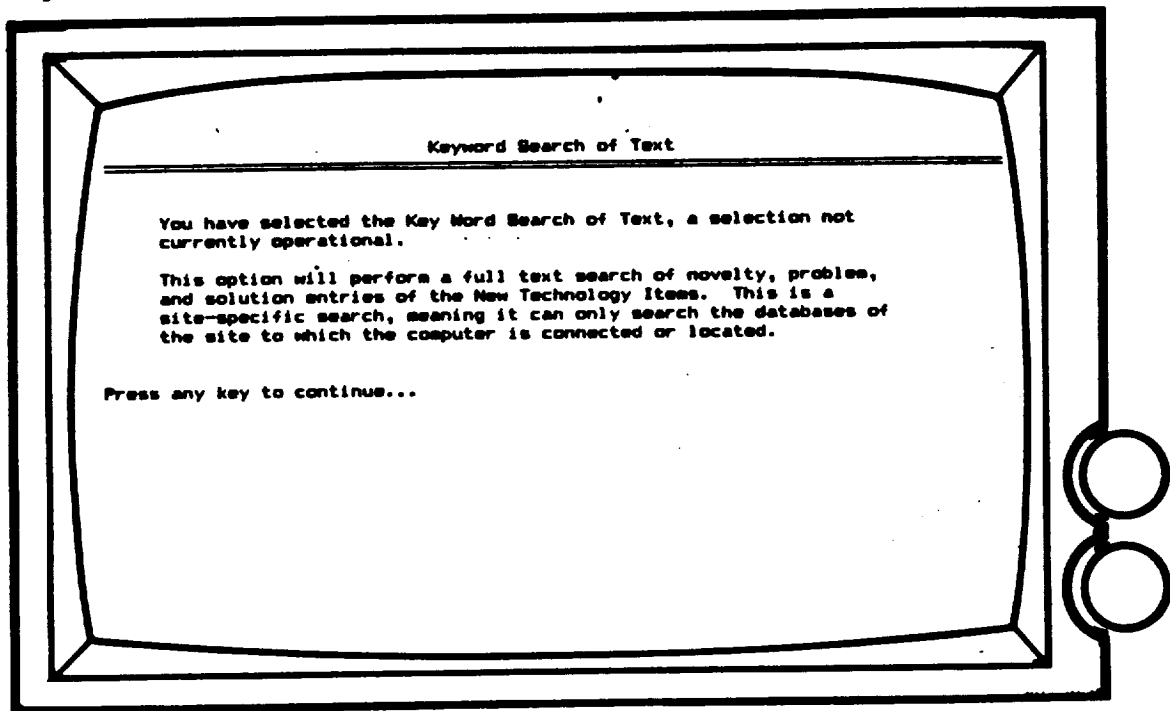
KEYWORD SEARCH OF NTR TITLES

NTR Number	Title
TST-00001	Improved Airfoil Design for Light Aircraft

Press PgDn for next screen, PgUp for previous screen, or ESC to exit

3.1.1.3 NTR - Keyword Search of Text

When you select Keyword Search of Text from the "New Technology Report Menu", the following screen is displayed to briefly explain what is anticipated for the Keyword Search of Text function.



From here, press any key to return to the "New Technology Report Menu".

3.1.1.4 Update NTR Items

When you select Update NTR Items from the "New Technology Report Menu", the "NTR Item Screen" is displayed as shown below, prompting you to identify which NTR item you want to update.

```

      NTR ITEM SCREEN
-----
NTR ITEM NUMBER  TST-00001

This record does not exist ... do you wish to add it ? Y

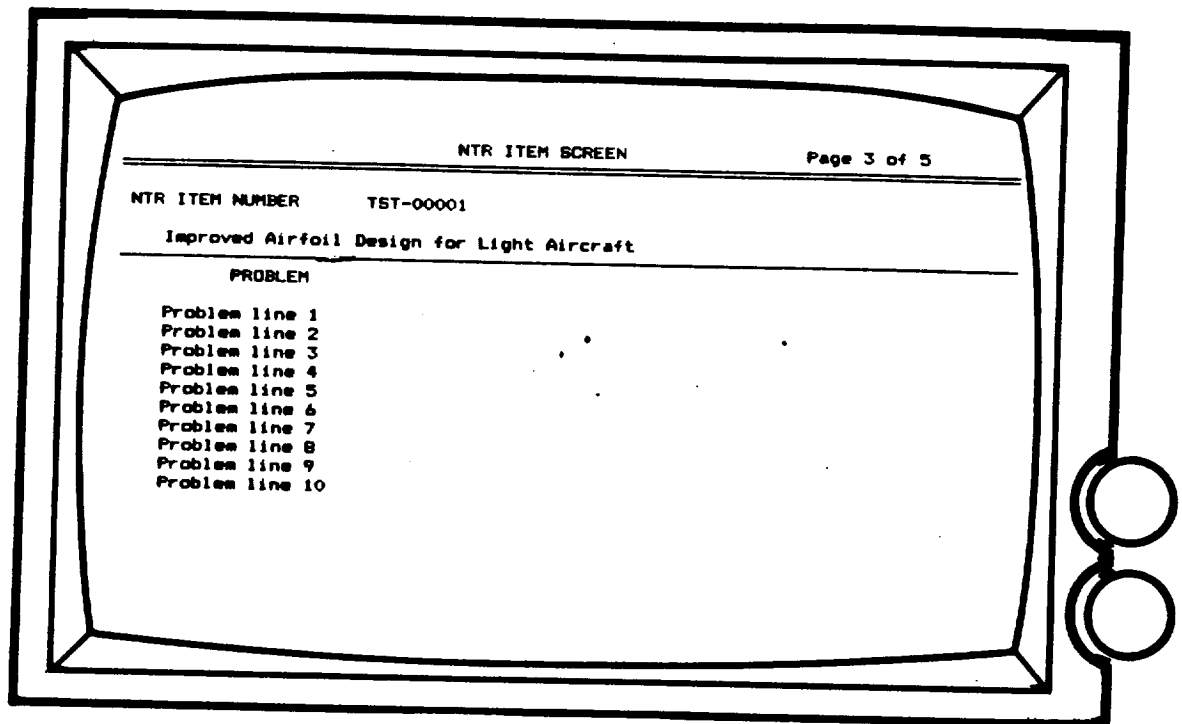
Creating / Updating

```

Type in the NTR item number and press ENTER. If the NTR is not found, you can add it as a new NTR. If the NTR is found, the following five data screens are displayed in sequence for your input. Press PgDn to advance to the next screen in the series. Press PgUp to return to the previous data screen. Press Cntl-End at any time to store your changes and exit back to the "NTR Item Screen" where you can update another NTR, if desired.

NTR ITEM SCREEN			Page 1 of 5
NTR ITEM NUMBER	CONTRACT NUMBER	NTR ITEM DATE	STAGE OF DEVELOPMENT
TBT-00001	NASA-000001	03/10/85	
TITLE			
Improved Airfoil Design for Light Aircraft			
INNOVATORS			
(1) INNOV1	(2) INNOV2		
(3)	(4)		
(5)			
Innovator INNOV1 not on file - edit file (Y/N) ?			N

NTR ITEM SCREEN		Page 2 of 5
NTR ITEM NUMBER	TBT-00001	
Improved Airfoil Design for Light Aircraft		
NOVELTY		
Novelty line 1		
Novelty line 2		
Novelty line 3		
Novelty line 4		
Novelty line 5		
Novelty line 6		
Novelty line 7		
Novelty line 8		
Novelty line 9		
Novelty line 10		



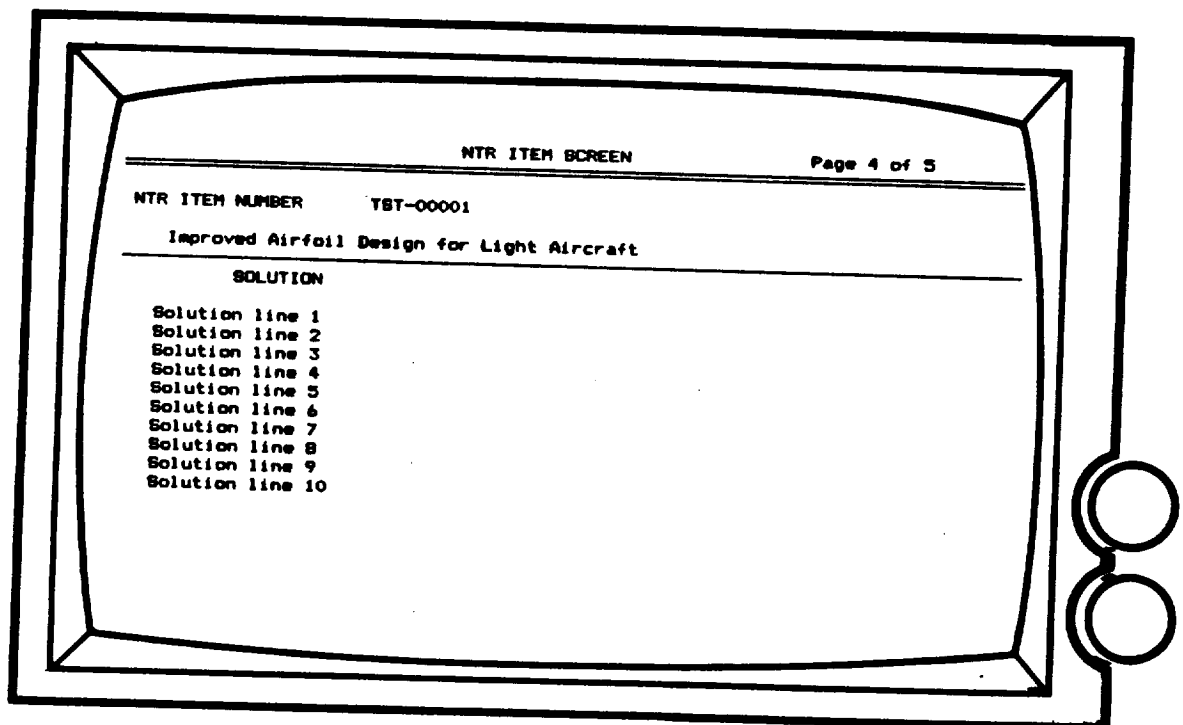
NTR ITEM SCREEN Page 3 of 5

NTR ITEM NUMBER TST-00001

Improved Airfoil Design for Light Aircraft

PROBLEM

Problem line 1
Problem line 2
Problem line 3
Problem line 4
Problem line 5
Problem line 6
Problem line 7
Problem line 8
Problem line 9
Problem line 10



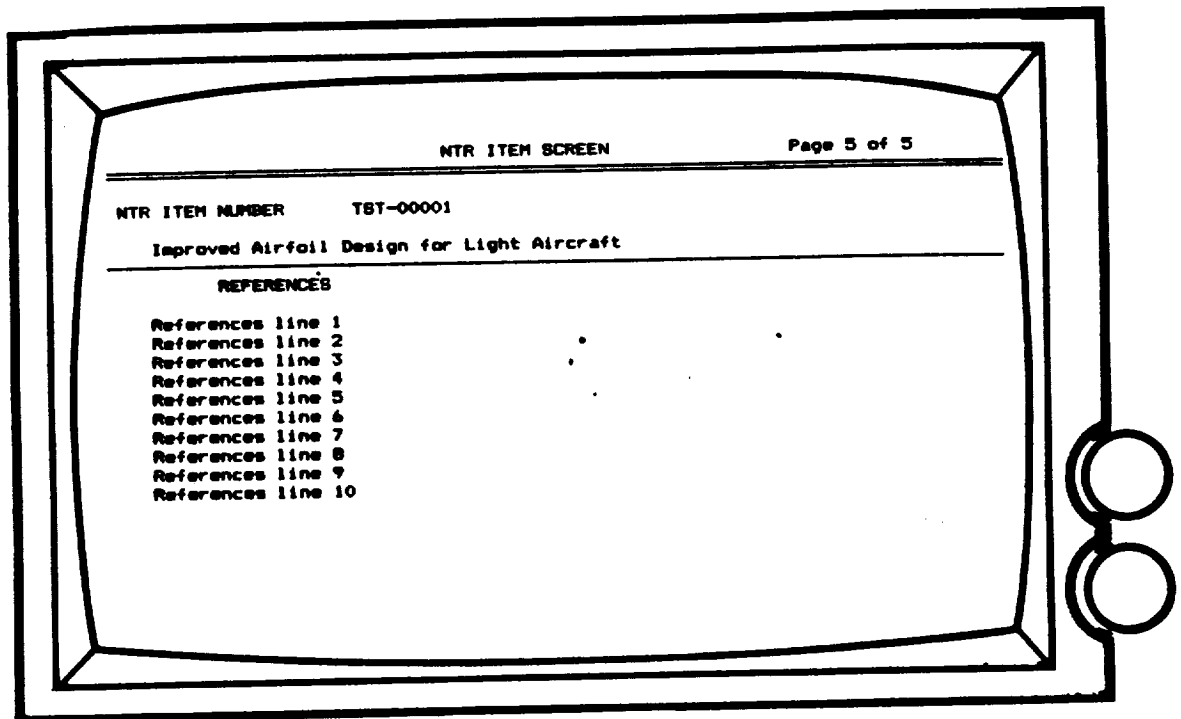
NTR ITEM SCREEN Page 4 of 5

NTR ITEM NUMBER TST-00001

Improved Airfoil Design for Light Aircraft

SOLUTION

Solution line 1
Solution line 2
Solution line 3
Solution line 4
Solution line 5
Solution line 6
Solution line 7
Solution line 8
Solution line 9
Solution line 10



The image shows a terminal window titled "NTR ITEM SCREEN" with "Page 5 of 5" in the top right. The main content area displays "NTR ITEM NUMBER TST-00001" followed by "Improved Airfoil Design for Light Aircraft". Below this is a section labeled "REFERENCES" containing a list of ten items, each labeled "References line" followed by a number from 1 to 10. The terminal window has a thick border and two circular icons on the right side.

NTR ITEM SCREEN Page 5 of 5

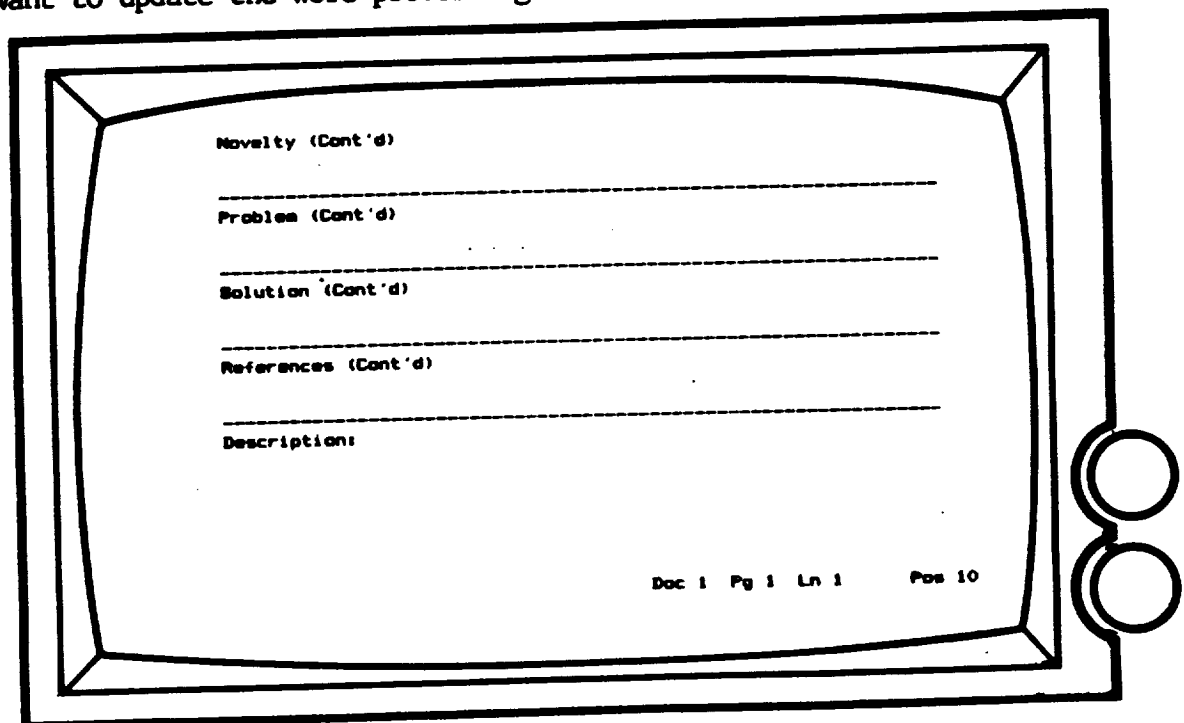
NTR ITEM NUMBER TST-00001

Improved Airfoil Design for Light Aircraft

REFERENCES

References line 1
References line 2
References line 3
References line 4
References line 5
References line 6
References line 7
References line 8
References line 9
References line 10

If you are creating a new NTR, you will then be shifted into the word processor with a "template" file for entering additional NTR information, as shown below. If you are updating an existing NTR, you will be asked whether you want to update the word processing file.



The image shows a word processor window with a template for entering NTR information. The template includes sections for "Novelty (Cont'd)", "Problem (Cont'd)", "Solution (Cont'd)", "References (Cont'd)", and "Description:". Each section is followed by a dashed line for text entry. The bottom right corner of the window displays "Doc 1 Pg 1 Ln 1 Pos 10". The window has a thick border and two circular icons on the right side.

Novelty (Cont'd)

Problem (Cont'd)

Solution (Cont'd)

References (Cont'd)

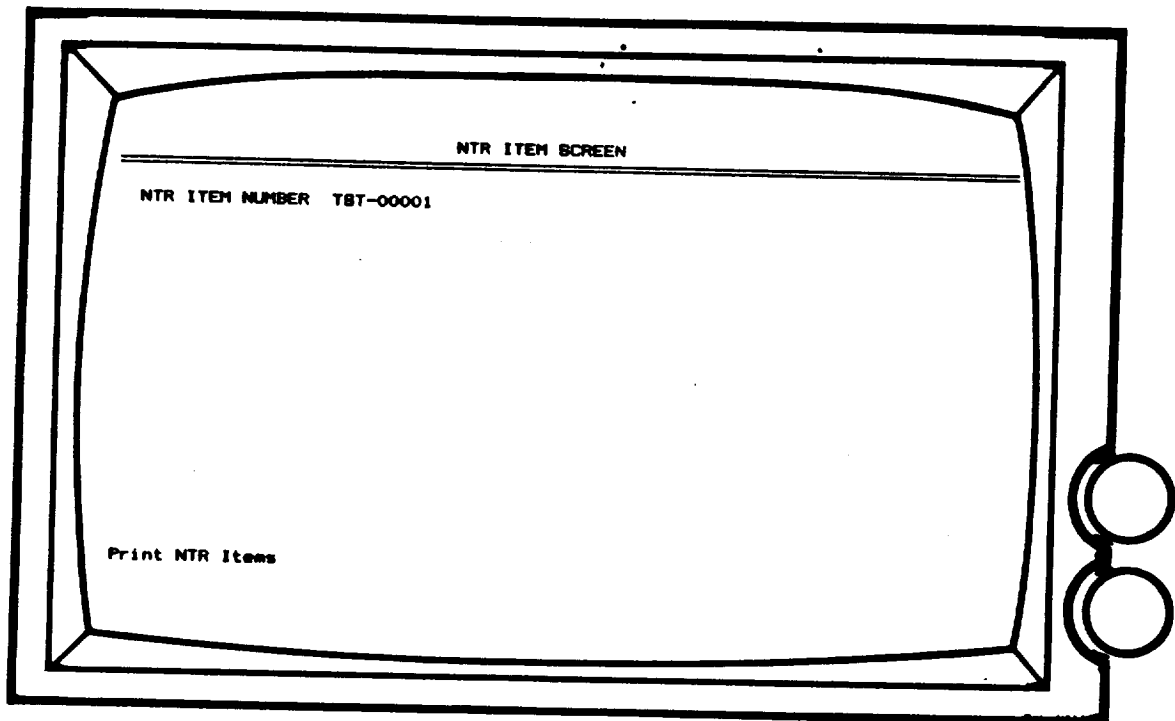
Description:

Doc 1 Pg 1 Ln 1 Pos 10

When finished, press ESCAPE instead of specifying another NTR item and you will return to the "New Technology Report Menu".

3.1.1.5 Print NTR Items

When you select Print NTR Items from the "New Technology Report Menu", the "NTR Item Screen" is displayed as shown below, prompting you to identify which NTR Item you want to print.



After you have identified an NTR, the first page of the "NTR Item Screen" is displayed and you are asked to confirm that you have identified the correct NTR, as shown below.

NTR ITEM NUMBER	CONTRACT NUMBER	NTR ITEM DATE	STAGE OF DEVELOPMENT
TBT-00001	NABA-000001	03/10/85	

TITLE
Improved Airfoil Design for Light Aircraft

INNOVATORS

(1) INNOV1	(2) INNOV2
(3)	(4)
(5)	

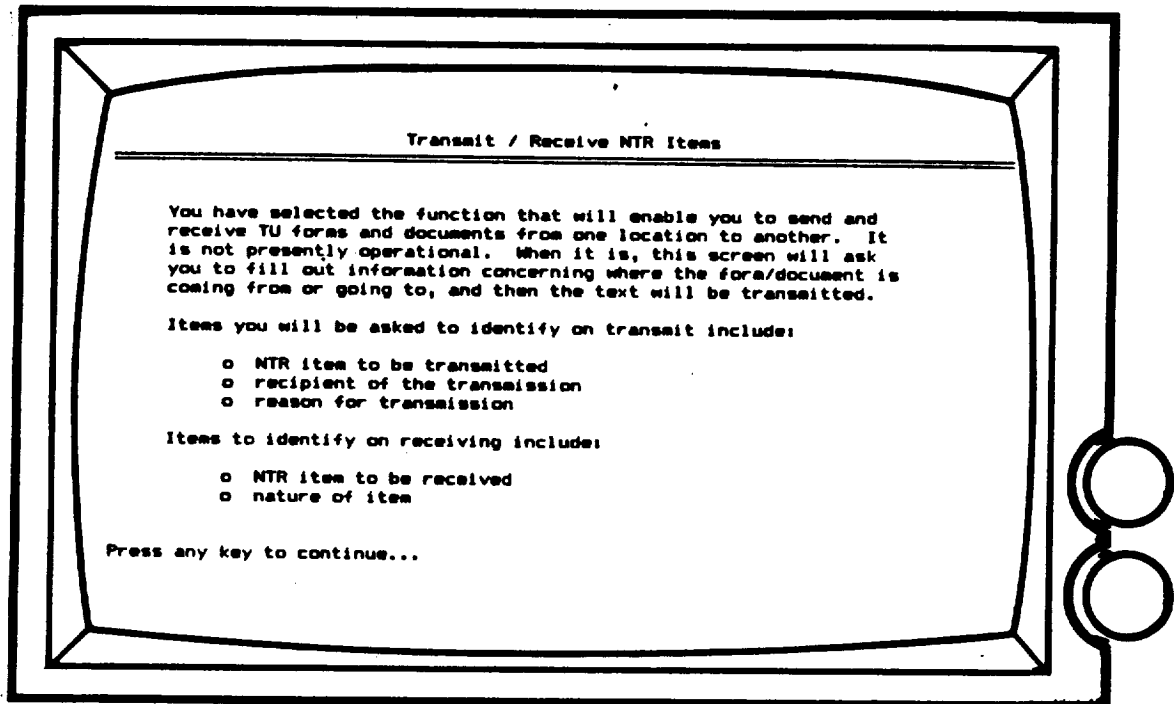
Is this the correct NTR (Y/N) ? Y

After you confirm that the NTR shown is the one to be printed, TUNS will create a word processing file containing both the NTR item information entered on the data entry screens and the additional information entered in the word processing file (such as the description). The word processor is then used to format and print the report.

A sample of the "Print NTR Item" report will be available as a separate handout at the TUNS demonstration.

3.1.1.6 Transmit/Receive NTR Items

When you select Transmit/Receive NTR Items from the "New Technology Report Menu", the following screen is displayed to briefly explain what is anticipated for the Transmit/Receive NTR Items function.



From here, press any key to return to the "New Technology Reporting Menu".

3.1.1.7 Mark NTR Items for Archiving

When you select Mark NTR Items for Archiving from the "New Technology Report Menu", the "NTR Item Screen" is displayed as shown below, prompting you to identify which NTR item you want to consider archiving.

The diagram shows a computer terminal window. The title bar at the top center reads "NTR ITEM SCREEN". Below the title bar, the text "NTR ITEM NUMBER TBT-00001" is displayed. In the bottom left corner of the screen area, the text "Marking for archive" is shown. The terminal frame includes two circular buttons on the right side.

If the NTR item is not found, an error message is displayed. If the NTR item is found, the following data screen is displayed for you to make sure this is the NTR item you want to archive.

NTR ITEM SCREEN Page 1 of 5

NTR ITEM NUMBER	CONTRACT NUMBER	NTR ITEM DATE	STAGE OF DEVELOPMENT
TST-00001	NASA-000001	03/10/85	.

TITLE

Improved Airfoil Design for Light Aircraft

INNOVATORS

(1) INNOV1	(2) INNOV2
(3)	(4)
(5)	

Do you wish to archive this record (Y/N) ? N

To mark the NTR item for archive, type a "Y" by the prompt at the base of the screen and then press ENTER. To not mark it for archive, leave the default response "N" and press ENTER. You will then exit back to the "NTR Item Screen" where you can consider another NTR item for archiving, if desired.

3.1.1.8 Delete NTR Items

When you select Delete NTR Item from the "New Technology Report Menu", the "NTR Item Screen" is displayed as shown below, prompting you to identify which NTR item you want to consider deleting.

NTR ITEM SCREEN

NTR ITEM NUMBER TST-00001

Deleting

If the NTR item is not found, an error message is displayed. If the NTR item is found, the following data screen is displayed for you to make sure this is the NTR item you want to delete.

NTR ITEM SCREEN Page 1 of 5

NTR ITEM NUMBER	CONTRACT NUMBER	NTR ITEM DATE	STAGE OF DEVELOPMENT
TST-00001	NASA-000001	03/10/85	

TITLE
Improved Airfoil Design for Light Aircraft

INNOVATORS

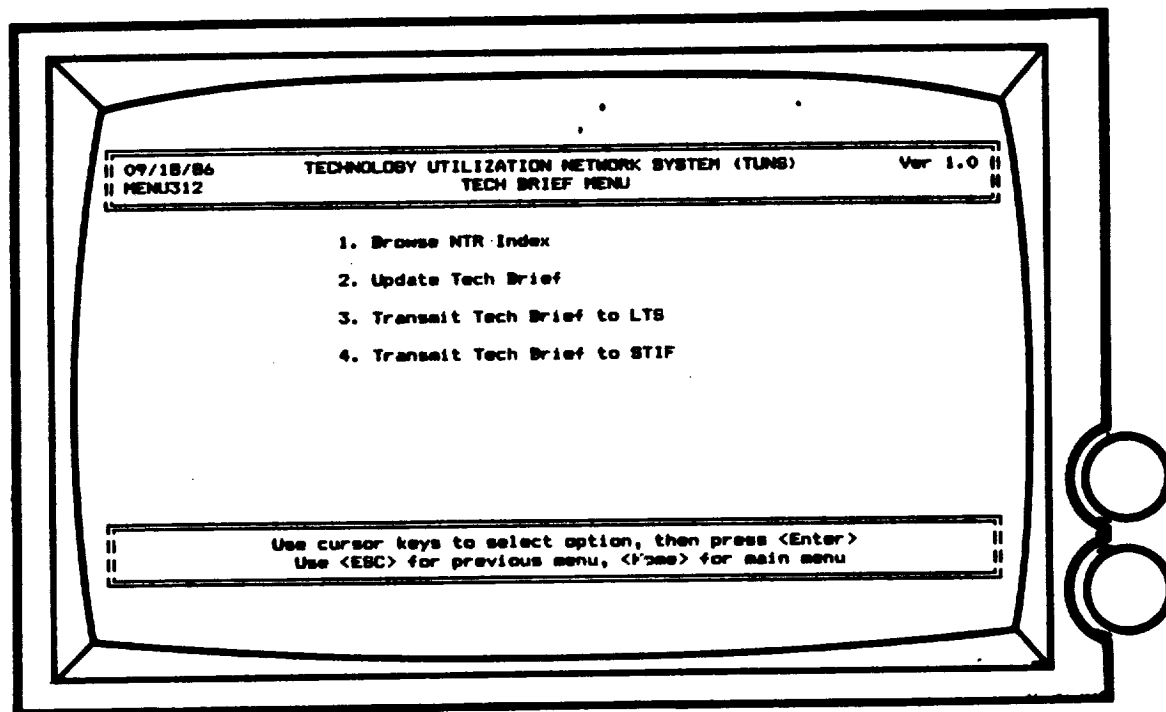
(1) INNOV1	(2) INNOV2
(3)	(4)
(5)	

Do you wish to permanently delete this record (Y/N) ? Y
Are you SURE (Y/N) ? N

To delete the NTR item record, type a "Y" by both of the prompts at the base of the screen and then press ENTER. To exit without deleting the record, leave the default responses "N" and press ENTER. You will return to the "NTR Item Screen" where you can consider another NTR item for deletion, if desired.

3.1.2 Tech Briefs

When you select Tech Brief from the "Forms Menu", the "Tech Brief Menu" is displayed, as shown below.



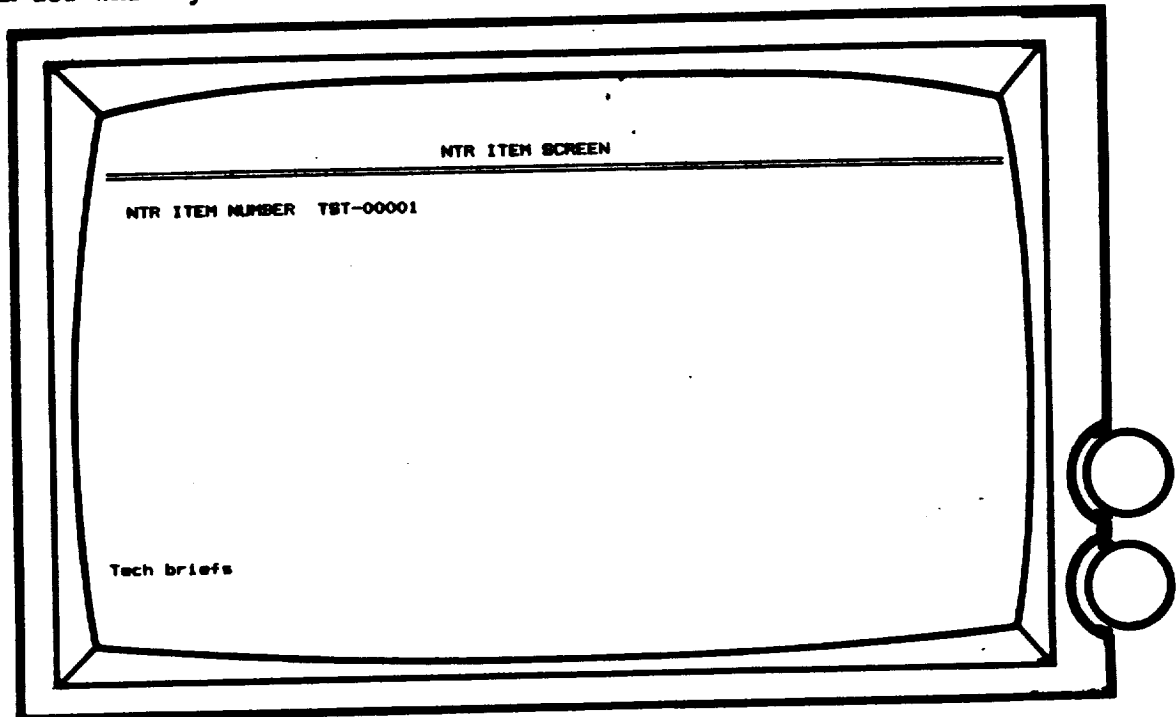
From here, select the function you would like to perform on Tech Briefs. The system will then display the first screen related to that function.

3.1.2.1 Browse NTR Index of Tech Briefs

When you select Browse NTR Index from the "Tech Brief Menu", you can browse all NTR items in the system as described in Section 3.1.1.1. Refer to that section for more information.

3.1.2.2 Update Tech Briefs

When you select Update Tech Brief from the "Tech Brief Menu", the "NIR Item Screen" is displayed as shown below, prompting you to identify the NIR item for which you want to create or update a Tech Brief.



If the NIR item is not found, an error message is displayed. If the NIR item is found, the first page of the "NIR Item Screen" is displayed and you are asked to confirm that you have selected the correct NIR. If you have, TUNS will create a word processing file from the following template. You will then use the word processing file for the Tech Brief.

NASA TECH BRIEF FORMAT FILE

TITLE:

SHORT DESCRIPTION:

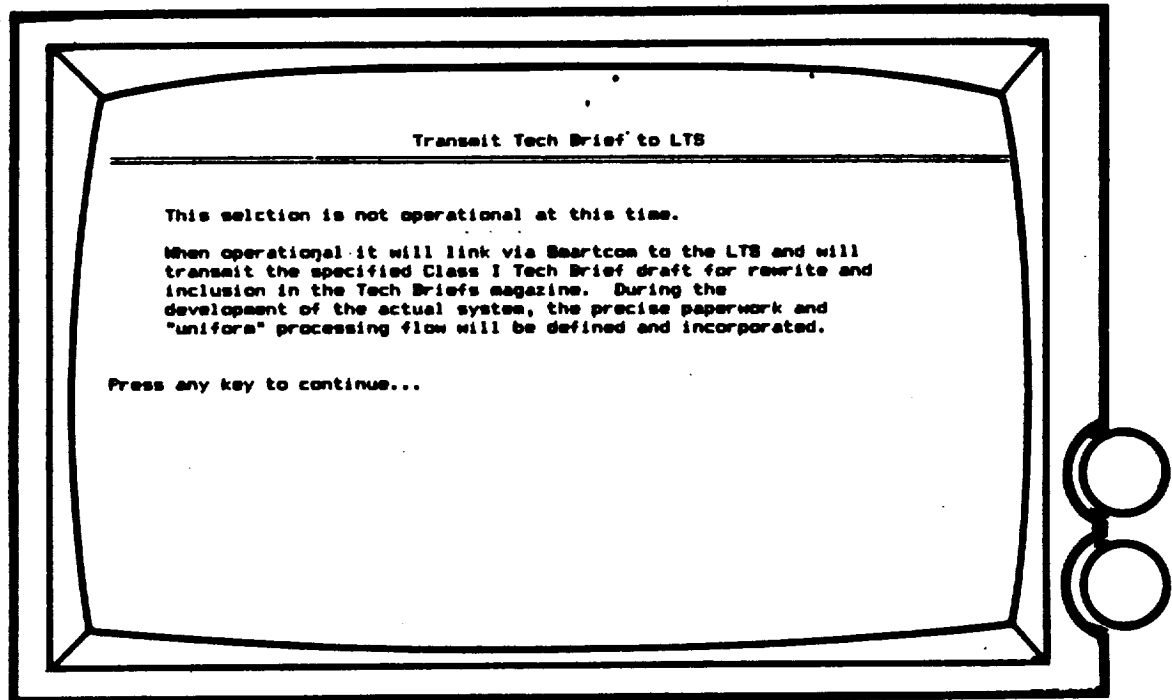
AGENCY NAME, CITY, STATE:

TECH BRIEF:

Doc 1 Pg 1 Ln 1 Pos 10

3.1.2.3 Transmit Tech Brief to LTS

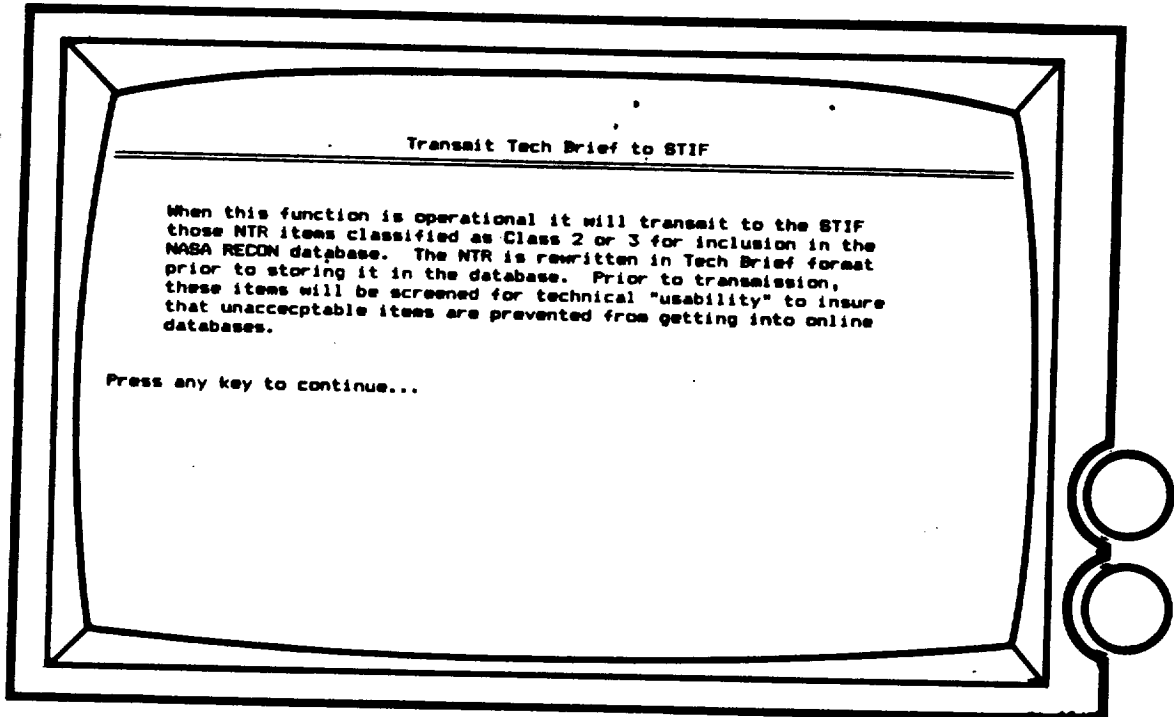
When you select Transmit Tech Brief to LTS from the "Tech Brief Menu", the following screen is displayed to briefly explain what is anticipated for the Transmit Tech Brief to LTS function.



From here, press any key to return to the "Tech Brief Menu".

3.1.2.4 Transmit Tech Brief to STIF

When you select Transmit Tech Brief to STIF from the "Tech Brief Menu", the following screen is displayed to briefly explain what is anticipated for the Transmit Tech Brief to STIF function.



From here, press any key to return to the "Tech Brief Menu".

3.1.3 Technical Support Package

When Technical Support Package is selected from the "Forms Menu", the "NTR Item Screen" is displayed as shown below, prompting you to identify the NTR item for which you want to develop or revise the TSP.

NTR ITEM SCREEN

NTR ITEM NUMBER TST-00001

Tech support packages

If the NTR item is not found, an error message is displayed. If the NTR item is found, the first page of the "NTR Item Screen" is displayed and you are asked to confirm that you have selected the correct NTR. The system will then link to word processing with the following template. There you can develop and revise the TSP with full flexibility.

TECHNICAL SUPPORT PACKAGE OUTLINE

NTR NUMBER:

TITLE:

SUPPORT DESCRIPTION:

Doc 1 Pg 1 Ln 1 Pos 10

For information on using the word processing software, refer to the appropriate word processing user manual.

3.1.4 Spinoff Article

When Spinoff Article is selected from the "Forms Menu", the system links to word processing with the following template. There you can develop and revise the article with full flexibility.

SPINOFF ARTICLE OUTLINE

TITLE: _____

SHORT DESCRIPTION: _____

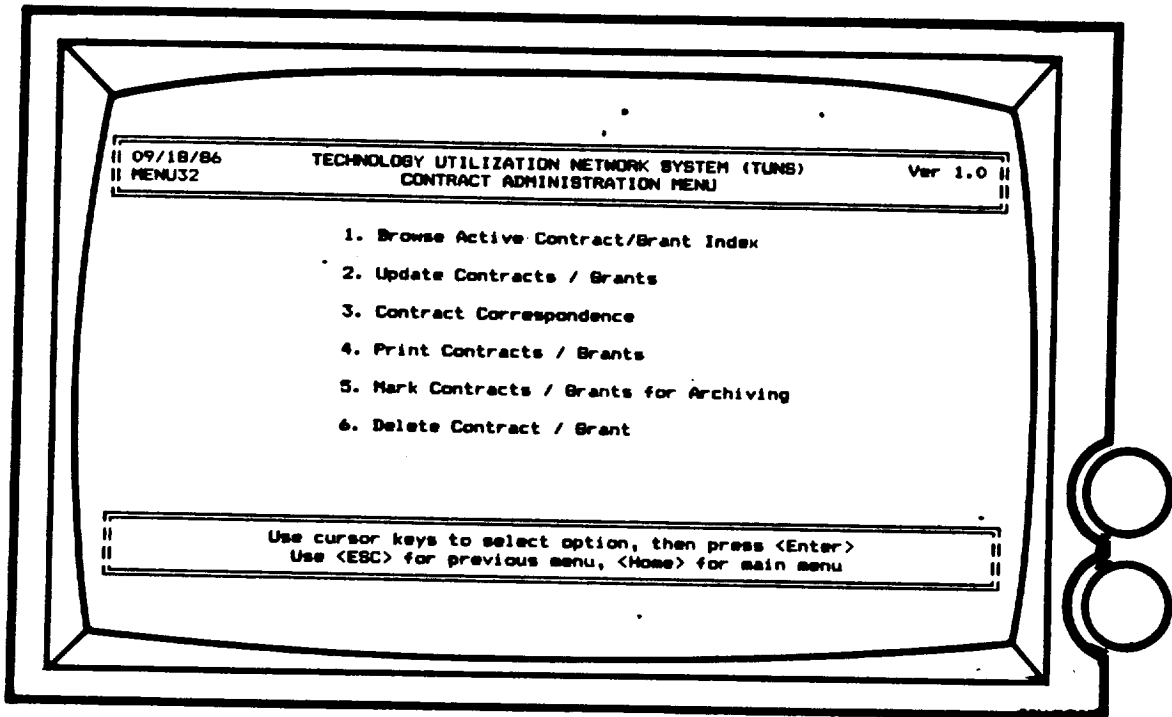
ARTICLE: _____

Doc 1 Pg 1 Ln 1 Pos 10

For information on using the word processing software, refer to the appropriate word processing user manual.

3.2 New Technology Contract Administration

When you select Contract Administration from the "New Technology Menu", the "Contract Administration Menu" is displayed, as shown below.



From here, select which Contract Administration function you would like to use. The system will then display the first screen related to that function.

3.2.1 Browse Active Contract/Grant Index

When Browse Active Contract/Grant Index is selected from the "Contract Administration Menu", the following screen is displayed, allowing you to specify where you want to start browsing.

The screenshot shows a terminal window titled "BROWSE CONTRACTS / GRANTS". Inside the window, there is a label "CONTRACT NUMBER:" followed by a large empty space for input. In the bottom left corner of the window, the word "Browsing" is displayed. The terminal window has a thick border and two circular buttons on the right side.

After you have specified a starting point, the contracts are displayed as shown below. You can page backwards and forwards throughout the entire file.

The screenshot shows the same terminal window titled "BROWSE CONTRACTS / GRANTS". Now, it displays a list of contracts. The list has two columns: "Contract Nbr." and "Title". The first entry is "NASA-000001" under "Contract Nbr." and "Test NASA contract" under "Title". Below the list, there is a line of text that reads: "Press PgDn for next screen, PgUp for previous screen, or ESC to exit". The terminal window has a thick border and two circular buttons on the right side.

3.2.2 Update Contracts/Grants

When you select Update Contracts/Grants from the "Contract Administration Menu", the "New Technology Contract/Grant Screen" is displayed as shown below, prompting you to identify which contract or grant you want to update.

```

      . NEW TECHNOLOGY CONTRACT/GRANT SCREEN
-----
CONTRACT NUMBER:  NASA-000001

This record does not exist ... do you wish to add it ? Y

Creating / Updating

```

Type in the contract number and press ENTER. If the contract is not found, you can add it as a new contract. If the contract is found, the following three data screens are displayed in sequence for your input. Press PgDn to advance to the next screen in the series. Press PgUp to return to the previous data screen. Press Cntl-End at any time to store your changes and exit back to the "New Technology Contract/Grant Screen" where you can update another contract, if desired.

NEW TECHNOLOGY CONTRACT/GRANT SCREEN		Page 1 of 3	
CONTRACT NUMBER:	NASA-000001	AWARD DATE:	02/05/84
		COMPLETION DATE:	02/05/87
		AMOUNT:	\$\$\$8,271,281.00
TITLE: Test NASA contract			
TYPE (C = Contract, G = Grant):	C	DATE CLOSED:	/ /
CONTRACTOR/UNIVERSITY CODE: CNTR1			
NTR CLAUSE INCLUDED:	Y	DATE OF CLAUSE:	04/01/84
PATENT RIGHTS CLAUSE INCLUDED:	N	DATE OF CLAUSE:	/ /
Contractor code not on file - edit file (Y/N) ? N			

NEW TECHNOLOGY CONTRACT/GRANT SCREEN		Page 2 of 3	
CONTRACT NUMBER:	NASA-000001		
	Test NASA contract		
CONTRACTING OFFICER:			
NAME:	Contracting Officer for NASA-000001		
MAIL CODE:	CD Mail Cd		
TELEPHONE:	(555) 444-3333 E. 2222		
GOVERNMENT TECHNICAL REPRESENTATIVE:			
NAME:	Tech Rep for NASA-000001		
MAIL CODE:	TR Mail Cd		
TELEPHONE:	(222) 333-4444 E. 5555		

NEW TECHNOLOGY CONTRACT/GRANT SCREEN Page 3 of 3

CONTRACT NUMBER: NASA-000001

Test NASA contract

CONTRACTOR REPRESENTATIVE/PRINCIPAL INVESTIGATOR:

NAME: Contractor rep or Principal Investigator .

TELEPHONE: (800) 777-6666 E. 2323

3.2.3 Contract Correspondence

When you select Contract Correspondence from the "Contract Administration Menu", the "Contract Correspondence Menu" is displayed, as shown below.

```
|| 09/18/86      TECHNOLOGY UTILIZATION NETWORK SYSTEM (TUNS)      Ver 1.0 ||  
|| MENU324      CONTRACT CORRESPONDENCE MENU                        ||  
  
1. Generate Standard Correspondence  
2. Update Correspondence Status  
3. Create Letter not in Standard Library  
  
|| Use cursor keys to select option, then press <Enter>           ||  
|| Use <ESC> for previous menu, <Home> for main menu              ||
```

From here, select which Contract Correspondence function you would like to use. The system will then display the first screen related to that function.

3.2.3.1 Generate Standard Contract Correspondence

When you select Generate Standard Correspondence from the "Contract Correspondence Menu", the following screen is displayed, prompting you to specify the date the system will use to generate letters.

```
. GENERATE STANDARD CORRESPONDENCE

PRINT ALL LETTERS DUE TO BE PRINTED ON OR BEFORE: 09/19/86
```

The system will then create, format, and print all standard letters for all contracts and grants scheduled to be sent out on or before the date you entered. No further data entry is required.

The following is a list of all the standard letters defined in the Concept Demonstration Model:

TUNS CONCEPT DEMONSTRATION MODEL

Types of Contract Correspondence

Numbering schema:

first digit - type of letter
second digit - 0=NTR; 1=PR, contract; 2=PR, grant
third digit - 1=to contractor, 2=to COTR

101	NTR	Initial letter to contractor
102	NTR	Initial letter to COTR
111	PR	Initial letter to contractor
112	PR	Initial letter to COTR, contract
121	PR	Initial letter to grantee
122	PR	Initial letter to COTR, grant
201	NTR	Reminder of interim report
211	PR	Reminder of interim report, contract
221	PR	Reminder of interim report, grant
301	NTR	Reminder of final report
302	NTR	Reminder/request at end of contract
311	PR	Reminder of final report, contract
312	PR	Reminder/request at end of contract, contract
322	PR	Reminder/request at end of contract, grant
401	NTR	Request for specific items
411	PR	Request for specific items, contract
421	PR	Request for specific items, grants
901	NTR	Certification of Apr 84 compliance
911	PR	Certification of Apr 84 compliance

3.2.3.2 Update Contract Correspondence Status

When Update Correspondence Status is selected from the "Contract Correspondence Menu", the following screen is displayed, prompting you to identify the contract and date for which you want to update the correspondence status. (Note that the date need not be exact and is not mandatory.)

CONTRACT CORRESPONDENCE TRACKING SCREEN

CONTRACT NUMBER: NASA-000001

DATE OF LETTER: / /

Updating

The following screen is then displayed, allowing you to update the correspondence status. You can page backwards and forwards to locate any other correspondence status records you may want to update at the same time.

CONTRACT CORRESPONDENCE TRACKING SCREEN

CONTRACT NUMBER: NASA-000001

DATE OF LETTER:	02/02/84	TYPE OF LETTER:	122
SUSPENSE DATE:	02/12/84	DATE LETTER PREPARED:	/ /
RESPONSE DATE:	/ /		

COMMENTS:

3.2.3.3 Create Letter not in Standard Library

When you select Create Letter not in Standard Library from the "Contract Correspondence Menu", the system links to word processing where you can develop and revise any type of letter with full flexibility. There is no predefined format for these letters -- you will be on a blank word processing screen. For information on using the word processing software, refer to the appropriate word processing user manual.

3.2.4 Print Contracts/Grants

When you select Print Contracts/Grants from the "Contract Administration Menu", a listing of all data for all contracts in the system is printed. The purpose of this selection is to provide a complete hard copy listing of all contracts.

A sample of the "Print Contracts/Grants" report will be available as a separate handout at the TUNS demonstration.

3.2.5 Mark New Technology Contracts/Grants for Archiving

When you select Mark Contracts/Grants for Archiving from the "Contract Administration Menu", the "New Technology Contract/Grant Screen" is displayed as shown below, prompting you to identify which contract or grant you want to consider archiving.

NEW TECHNOLOGY CONTRACT/GRANT SCREEN

CONTRACT NUMBER: NASA-000001

Marking for archive

If the contract is not found, an error message is displayed. If the contract is found, the following data screen is displayed for you to make sure this is the contract you want to archive.

NEW TECHNOLOGY CONTRACT/GRANT SCREEN				Page 1 of 3
CONTRACT NUMBER:	NASA-000001	AWARD DATE:	02/05/84	
		COMPLETION DATE:	02/05/87	
		AMOUNT:	\$\$\$8,271,281.00	
TITLE: Test NASA contract				
TYPE (C = Contract, B = Grant):	C	DATE CLOSED:	/ /	
CONTRACTOR/UNIVERSITY CODE:	CNTR1			
NTR CLAUSE INCLUDED:	Y	DATE OF CLAUSE:	04/01/84	
PATENT RIGHTS CLAUSE INCLUDED:	N	DATE OF CLAUSE:	/ /	
Do you wish to archive this record (Y/N) ?				N

To mark the contract record for archive, type a "Y" by the prompt at the base of the screen and then press ENTER. To not mark it for archive, leave the default response "N" and press ENTER. You will return to the "New Technology Contract/Grant Screen" where you can consider another contract for archiving, if desired.

3.2.6 Delete New Technology Contracts/Grants from Data Base

When you select Delete Contracts/Grants from the "Contract Administration Menu", the "New Technology Contract/Grant Screen" is displayed as shown below, prompting you to identify which contract or grant you want to consider deleting.

NEW TECHNOLOGY CONTRACT/GRANT SCREEN

CONTRACT NUMBER: NASA-000001

Deleting

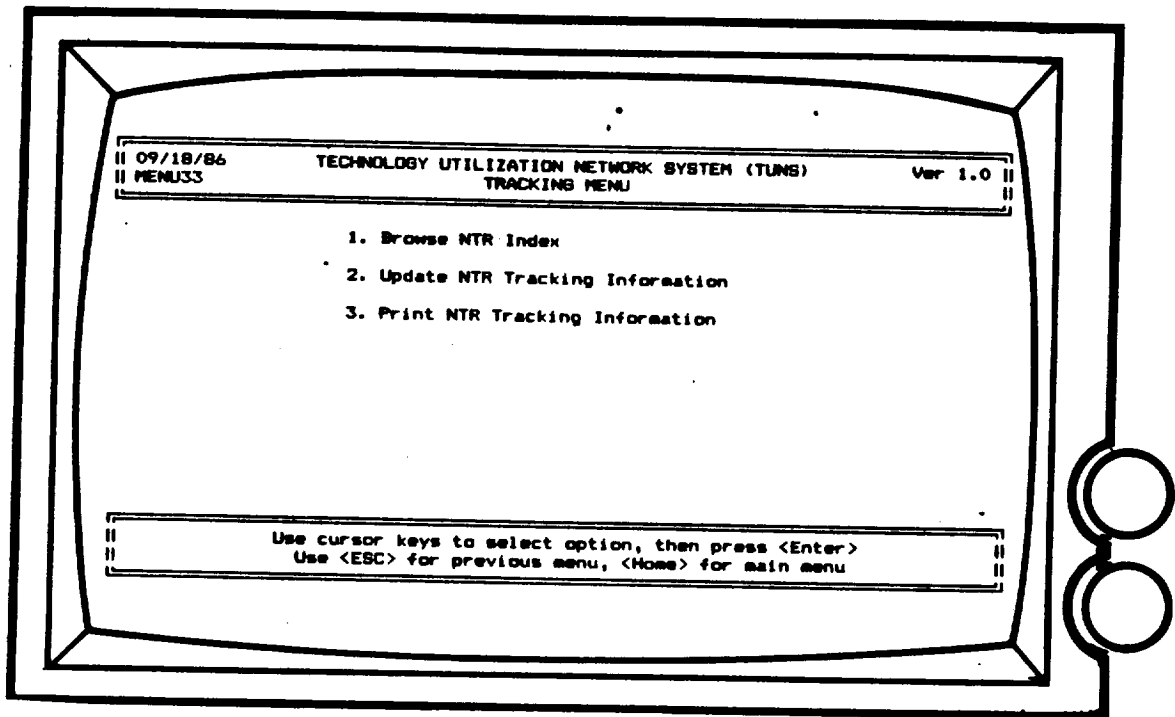
If the contract is not found, an error message is displayed. If the contract is found, the following data screen is displayed for you to make sure this is the contract you want to delete.

NEW TECHNOLOGY CONTRACT/GRANT SCREEN		Page 1 of 3	
CONTRACT NUMBER:	NASA-000001	AWARD DATE:	02/05/84
		COMPLETION DATE:	02/05/87
		AMOUNT:	\$\$\$8,271,281.00
TITLE: Test NASA contract			
TYPE (C = Contract, B = Grant):	C	DATE CLOSED:	/ /
CONTRACTOR/UNIVERSITY CODE:	CNTR1		
NTR CLAUSE INCLUDED:	Y	DATE OF CLAUSE:	04/01/84
PATENT RIGHTS CLAUSE INCLUDED:	N	DATE OF CLAUSE:	/ /
Do you wish to permanently delete this record (Y/N) ?		Y	
Are you SURE (Y/N) ?		N	

To delete the contract record, type a "Y" by both prompts at the base of the screen and then press ENTER. To exit without deleting the record, leave the default responses "N" and press ENTER. You will return to the "New Technology Contract/Grant Screen" where you can consider another contract for deletion, if desired.

3.3 New Technology Tracking

When you select Tracking from the "New Technology Menu", the "Tracking Menu" is displayed, as shown below.



From here, select which function you would like to perform on the NTR item tracking records. The system will then display the first screen related to that function.

3.3.1 Browse NTR Index

When you select Browse NTR Index from the "Tracking Menu", you can browse all NTR items in the system as described in Section 3.1.1.1. Refer to that section for more information.

3.3.2 Update NTR Tracking Information

When you select Update NTR Tracking Information from the "Tracking Menu", the "NTR Tracking" screen is displayed as shown below, prompting you to identify the NTR item for which you want to update tracking information.

NTR TRACKING SCREEN

NTR ITEM NUMBER TST-00001

Updating

When the NTR tracking record is found, the following six data screens are displayed in sequence for your input. (New NTR tracking records are created automatically when you create a new NTR item; you cannot create one when updating NTR tracking information.) On the data screens, press PgDn to advance to the next screen in the series. Press PgUp to return to the previous data screen. Press Cntl-End at any time to store your changes and exit back to the identification screen where you can update tracking information for another NTR, if desired.

NTR TRACKING SCREEN		Page 1 of 6	
NTR NUMBER:	TST-00001	CONTRACT NUMBER:	NASA-000001
TITLE: Improved Airfoil Design for Light Aircraft			
NTR DATE:	03/10/85	DATE TUD RECEIVED:	03/15/86
DATE NTR IN RECON:	/ /	RECON CONTROL NUM:	
PREPARER:			
TUD INITIAL EVALUATION:			
DATE:	/ /	CLASSIFICATION:	

NTR TRACKING SCREEN		Page 2 of 6	
NTR NUMBER:	TST-00001	Improved Airfoil Design for Light Aircraft	
SRI EVALUATION:			
DATE SENT:	/ /	DATE RETURNED:	/ /
CLASSIFICATION:		SRI CONTROL NUM:	
TUD FINAL EVALUATION:			
EVALUATION DATE:	/ /	CLASSIFICATION:	

NTR TRACKING SCREEN		Page 3 of 6
NTR NUMBER:	TST-00001	
Improved Airfoil Design for Light Aircraft		
COSMIC EVALUATION OF COMPUTER SOFTWARE:		
DATE SENT:	/ /	DATE RETURNED: / /
CLASSIFICATION:		DOMESTIC DIST ONLY: Y
AS IS PROGRAM:	Y	DATE LAST UPDATED: / /
REMOVAL DATE:	/ /	
TECHNICAL REWRITE OF NTR:		
DATE TO WRITER:	/ /	DATE DRAFT RETURNED: / /
DATE TO IN-HOUSE REVIEWER:	/ /	DATE FROM IN-REVIEWER: / /
FINAL DRAFT RECVD:	/ /	

NTR TRACKING SCREEN		Page 4 of 6
NTR NUMBER:	TST-00001	
Improved Airfoil Design for Light Aircraft		
PUBLICATION RELEASE:		
PATENT COUNSEL:		
REQUEST DATE:	/ /	DECISION DATE: / / DECISION:
CONTRACTOR:		
REQUEST DATE:	/ /	DECISION DATE: / / DECISION:
TECH BRIEF:		
DATE TO LTS:	/ /	DATE FROM LTS: / /
DATE TO IN-HOUSE REVIEWER:	/ /	DATE FROM IN-HOUSE REV: / /
FINAL COPY TO LTS:	/ /	
TECH BRIEF PUBLICATION:		

NTR TRACKING SCREEN		Page 5 of 6
NTR NUMBER:	TST-00001	
Improved Airfoil Design for Light Aircraft		
NTR AWARDS:		
DATE SUBMITTED:	/ /	DATE EVALUATED: / /
EVALUATOR NAME:		
EVALUATION:		
DATE TO HQ:	/ /	DATE FROM HQ: / /
HQ DECISION:		DATE PRESENTED: / /
	AMOUNT:	*****

NTR TRACKING SCREEN		Page 6 of 6
NTR NUMBER:	TST-00001	
Improved Airfoil Design for Light Aircraft		
TECHNICAL SUPPORT PACKAGE:		
DATE TO TECH WRITER:	/ /	DATE DRAFT TO IN-HOUSE REV: / /
DATE FROM IN-HOUSE REV:	/ /	DATE FINAL TSP FROM WRITER: / /
DATE FINAL TSP TO STIF:	/ /	STIF TSP CONTROL NUMBER:

When finished, press ESCAPE instead of specifying another NTR item and you will return to the "Tracking Menu".

3.3.3 Print NTR Tracking Information

When you select Print NTR Tracking Information from the "Tracking Menu", the "NTR Item Screen" is displayed as shown below, prompting you to identify the NTR item for which you want to print tracking information.

NTR ITEM SCREEN

NTR ITEM NUMBER TST-00001

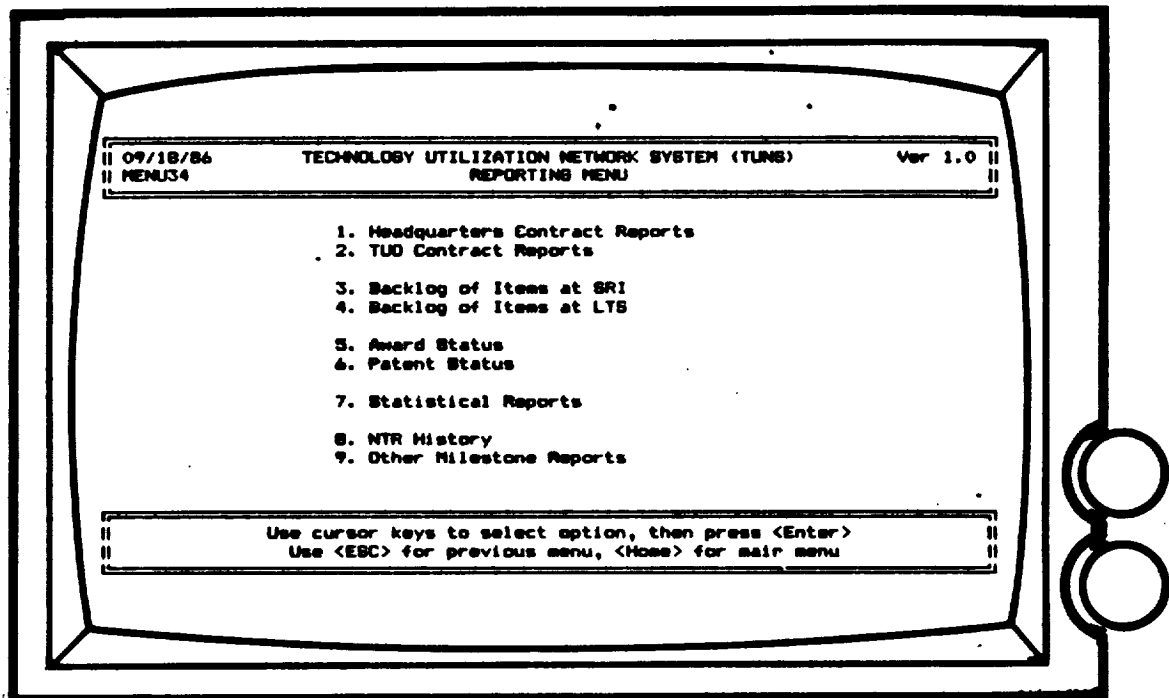
Print NTR Tracking

If the NTR item tracking record is not found, an error message is displayed. If the NTR item is found, the first page of the "NTR Item Screen" is displayed and you are asked to confirm that you have selected the correct NTR. If so, TUNS will print a complete hard copy listing of all the tracking information on the NTR selected.

An example of the "Print NTR Tracking Information" report will be available as a separate handout at the TUNS demonstration.

3.4 New Technology Reporting

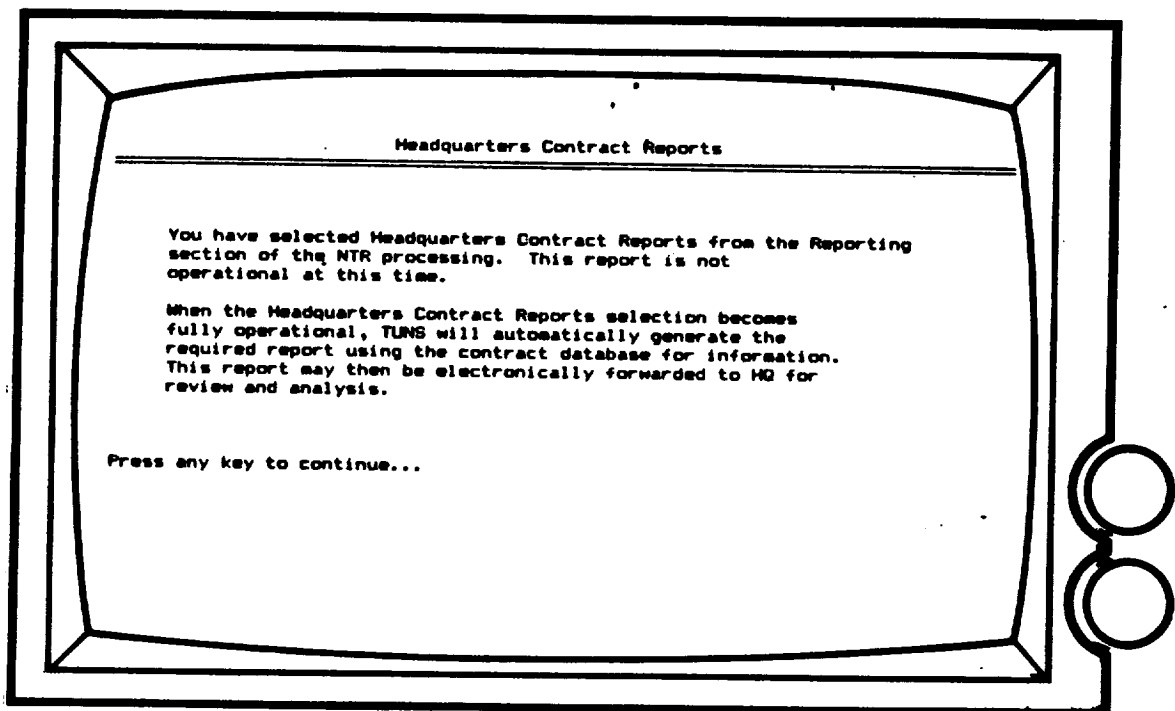
When you select Reporting from the "New Technology Menu", the "Reporting Menu" is displayed, as shown below.



From here, select which report (or type of report) you would like to generate. The system will then display the first screen related to that report (or type of report).

3.4.1 Headquarters Contract Reports

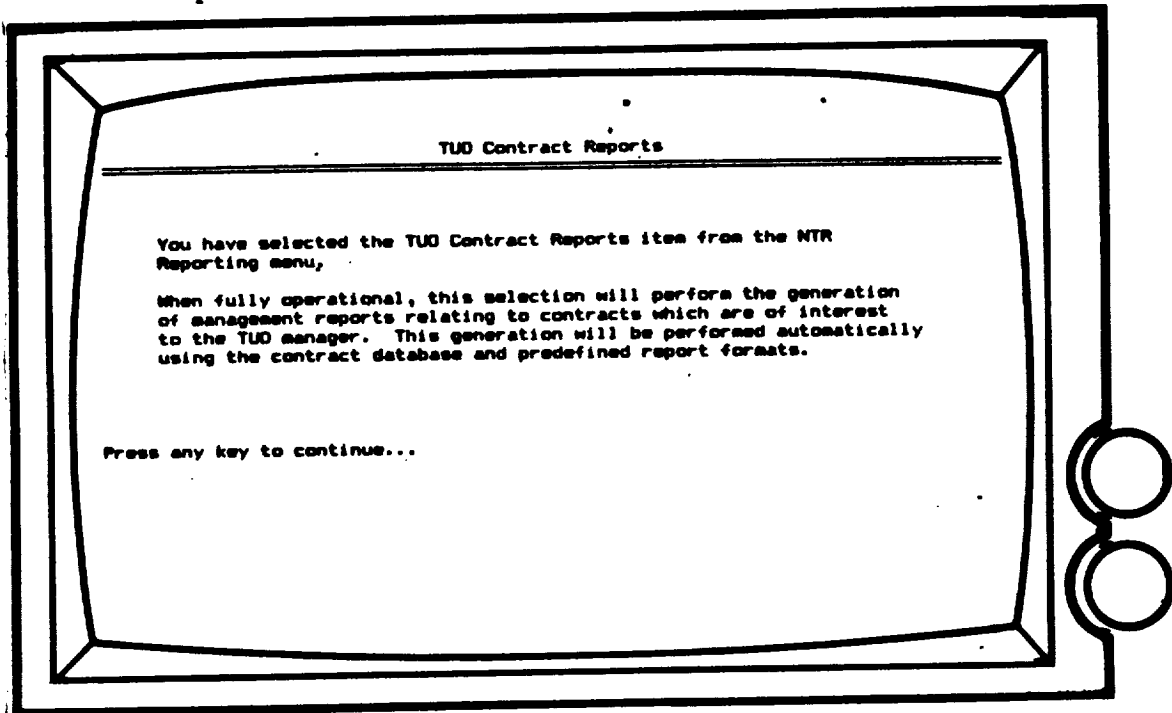
When you select Headquarters Contract Reports from the "Reporting Menu", the system displays the following screen to briefly explain what is anticipated for the Headquarters Contract Reports function.



From here, press any key to return to the "Reporting Menu".

3.4.2 TUO Contract Reports

When you select TUO Contract Reports from the "Reporting Menu", the system displays the following screen to briefly explain what is anticipated for the TUO Contract Reports function.



From here, press any key to return to the "Reporting Menu".

3.4.3 Backlog of Items at SRI Report

When you select Backlog of Items at SRI from the "Reporting Menu", a listing of all items at SRI is printed. An example of the "Backlog of Items at SRI" report will be available as a separate handout at the TUNS demonstration.

3.4.4 Backlog of Items at LTS Report

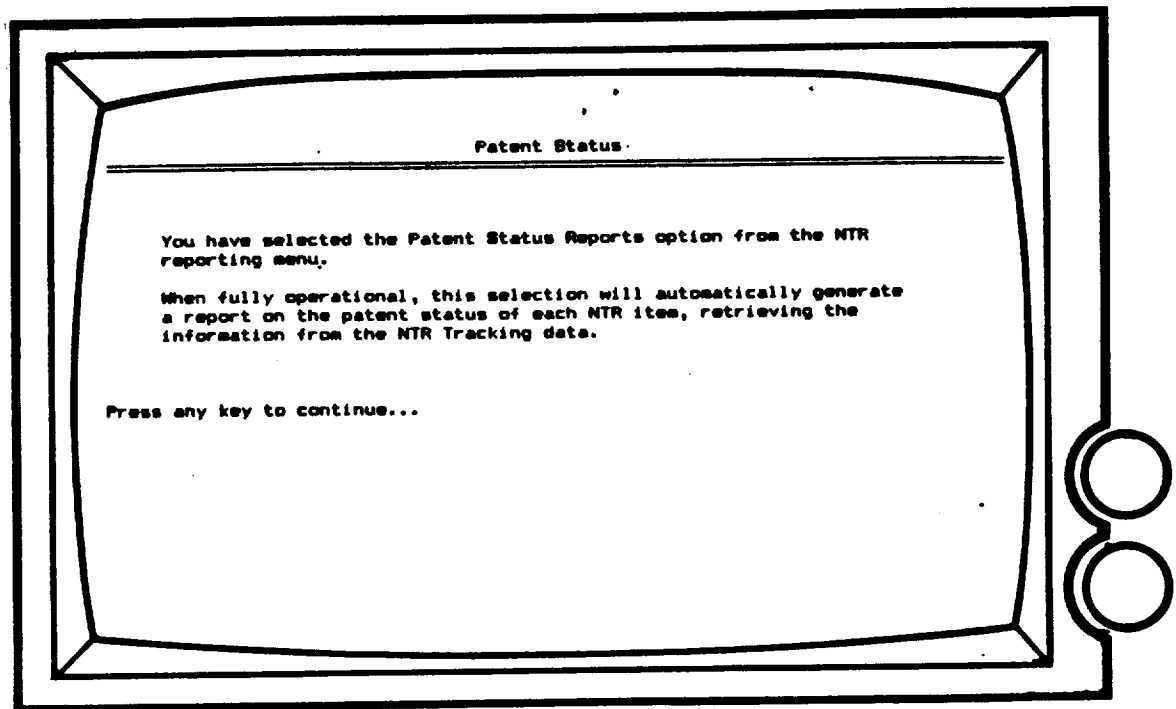
When you select Backlog of Items at LTS from the "Reporting Menu", a listing of all items at LTS is printed. An example of the "Backlog of Items at LTS" report will be available as a separate handout at the TUNS demonstration.

3.4.5 Award Status Report

When you select Award Status from the "Reporting Menu", a listing is printed of all items for which award processing has started. An example of the "Award Status" report will be available as a separate handout at the TUNS demonstration.

3.4.6 Patent Status Report

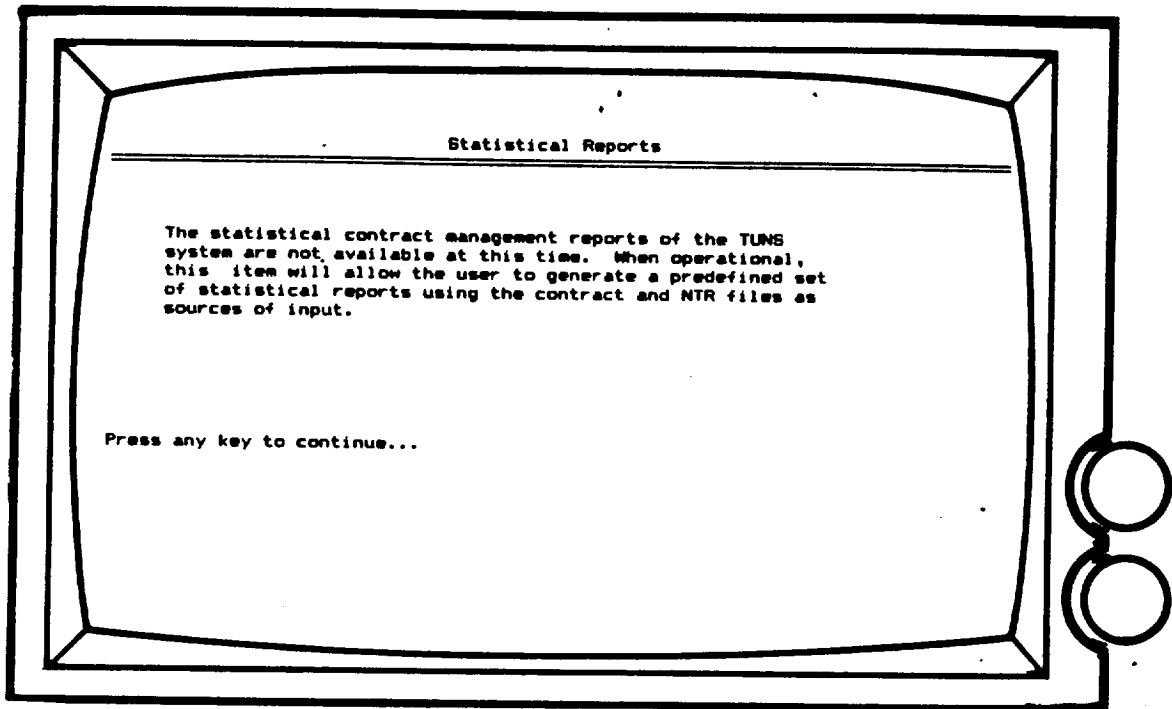
When you select Patent Status from the "Reporting Menu", the system displays the following screen to briefly explain what is anticipated for the Patent Status function.



From here, press any key to return to the "Reporting Menu".

3.4.7 New Technology Statistical Reports

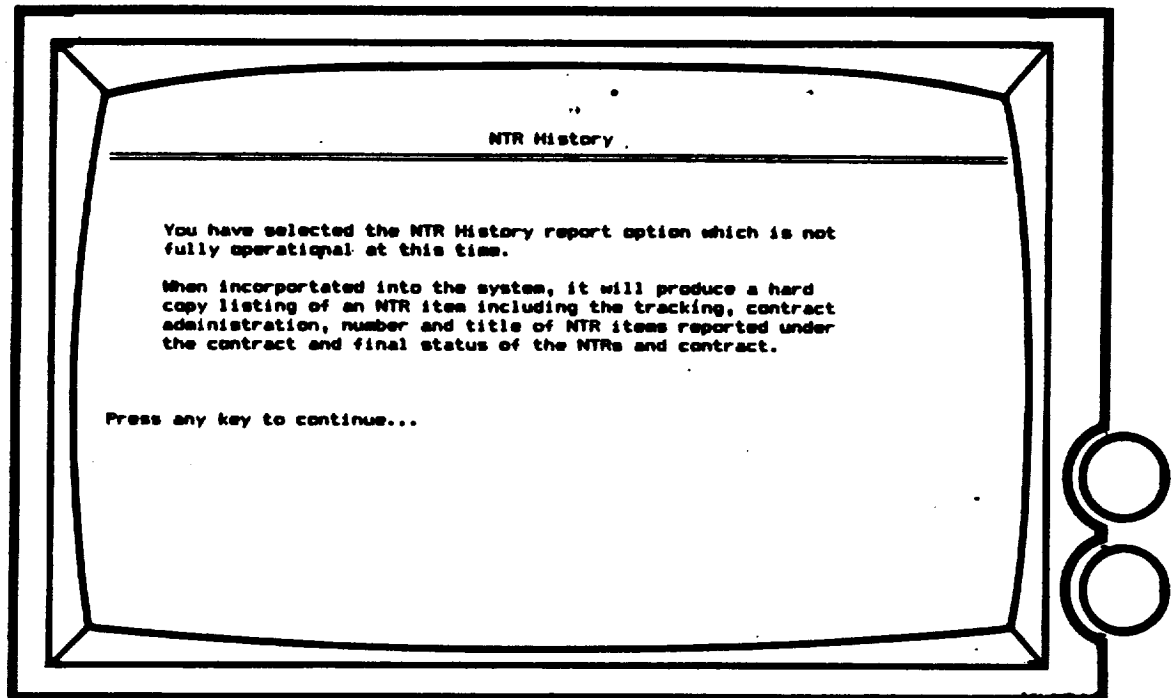
When you select Statistical Reports from the "Reporting Menu", the system displays the following screen to briefly explain what is anticipated for the Statistical Reports function.



From here, press any key to return to the "Reporting Menu".

3.4.8 NIR History Report

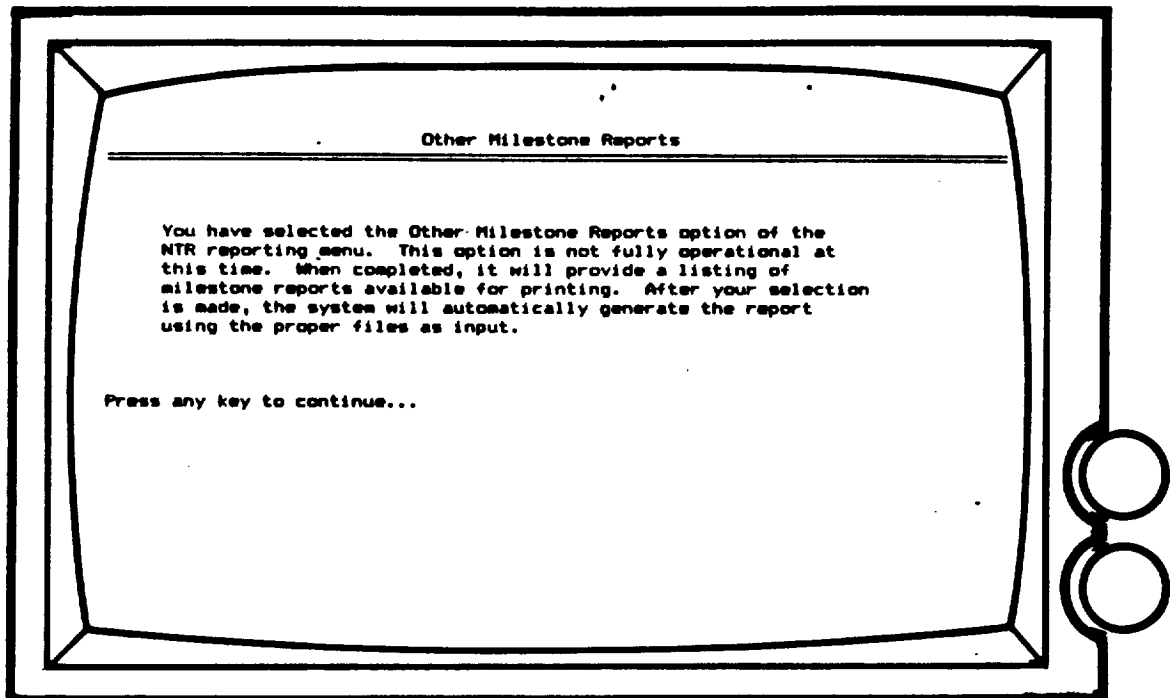
When you select NIR History from the "Reporting Menu", the system displays the following screen to briefly explain what is anticipated for the NIR History function.



From here, press any key to return to the "Reporting Menu".

3.4.9 Other Milestone Reports

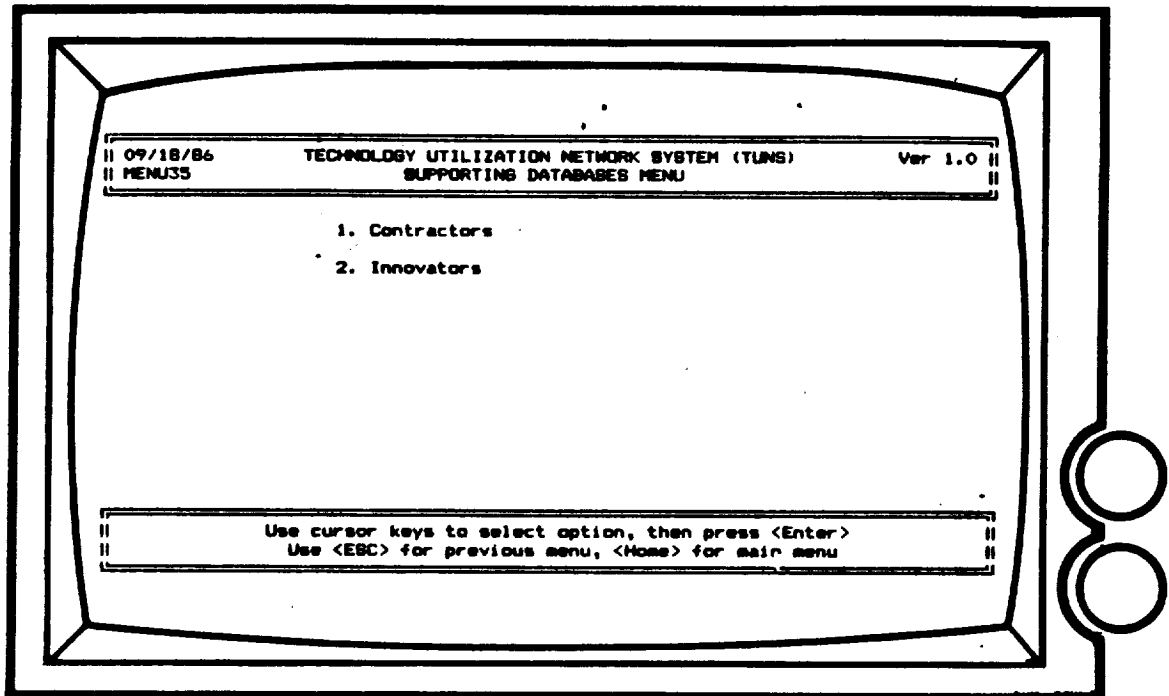
When you select Other Milestone Reports from the "Reporting Menu", the system displays the following screen to briefly explain what is anticipated for the Other Milestone Reports function.



From here, press any key to return to the "Reporting Menu".

3.5 New Technology Supporting Data Bases

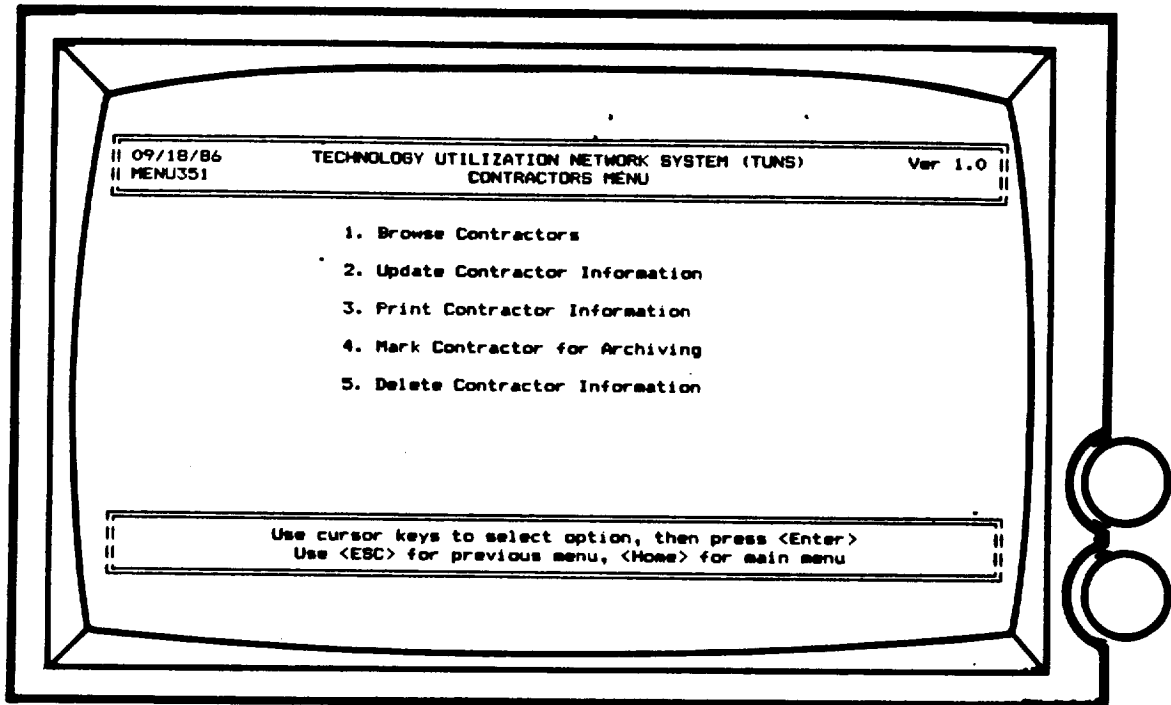
When you select Supporting Databases from the "New Technology Menu", the "Supporting Databases Menu" is displayed, as shown below.



From here, select which database you would like to access. The system will then display the menu of functions you can perform on data in that database.

3.5.1 Contractors

When you select Contractors from the "Supporting Databases Menu", the "Contractors Menu" is displayed, as shown below.



From here, select which function you would like to perform on contractor data. The system will then display the first screen for that function.

3.5.1.1 Browse Contractors

When you select Browse Contractors from the "Contractors Menu", the following screen is displayed, allowing you to specify where you want to start browsing.

The screenshot shows a terminal window titled "BROWSE CONTRACTORS". Below the title is a horizontal line, followed by the text "CONTRACTOR/UNIVERSITY CODE:". The rest of the screen is blank. In the bottom-left corner, the word "Browsing" is displayed. On the right side of the terminal window, there are two circular buttons stacked vertically.

After you have specified a starting point, the contractors are displayed as shown below. You can then page backwards and forwards throughout the file.

The screenshot shows the same terminal window titled "BROWSE CONTRACTORS". Below the title is a horizontal line, followed by a table of contractor information. The table has four columns: Code, Name, City, and State. The first row of data shows "CNTR1", "NASA Contractor One", "City", and "ST". Below the table, there is a horizontal line and a prompt: "Press PgDn for next screen, PgUp for previous screen, or ESC to exit". On the right side of the terminal window, there are two circular buttons stacked vertically.

Code	Name	City	State
CNTR1	NASA Contractor One	City	ST

3.5.1.2 Update Contractor Information

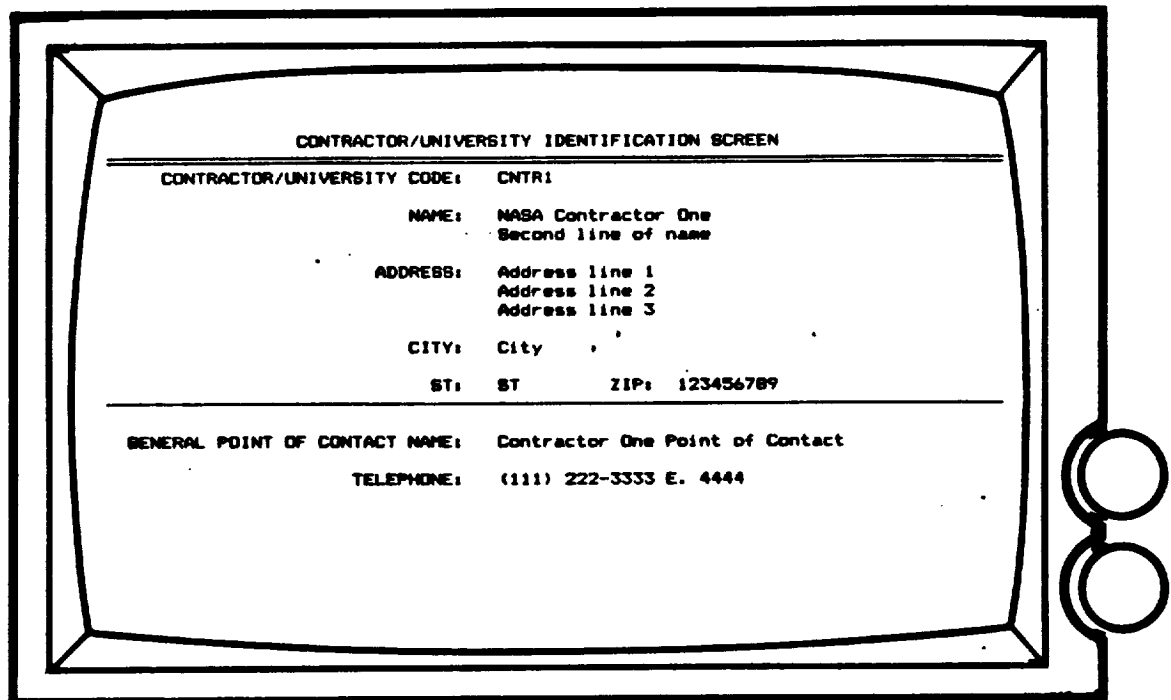
When you select Update Contractor Information from the "Contractors Menu", the "Contractor/University Identification Screen" is displayed as shown below, prompting you to identify the code of the contractor for which you want to update information.

```
CONTRACTOR/UNIVERSITY IDENTIFICATION SCREEN
-----
CONTRACTOR/UNIVERSITY CODE:  CNTR1

This record does not exist ... do you wish to add it ? Y

Creating / Updating
```

If there is no information record for the contractor, you can add one now. If the contractors information record is found, the "Contractor/University Identification Screen" is displayed as shown below, for your input.



CONTRACTOR/UNIVERSITY IDENTIFICATION SCREEN

CONTRACTOR/UNIVERSITY CODE: CNTR1

NAME: NASA Contractor One
Second line of name

ADDRESS: Address line 1
Address line 2
Address line 3

CITY: City

ST: ST ZIP: 123456789

GENERAL POINT OF CONTACT NAME: Contractor One Point of Contact

TELEPHONE: (111) 222-3333 E. 4444

When finished entering data, press Cntl-End to store your changes and return to the previous screen. There you can update information on another contractor, if desired.

3.5.1.3 Print Contractor Information

When you select Print Contractor Information from the "Contractors Menu", the system prints a list of all contractors in the database, with complete information on each one. You will remain on the "Contractors Menu"; a message appears at the base of the screen to confirm that the report is printing. You can then select any other function from the menu.

The purpose of this selection is to provide a complete hard copy listing of all contractor information. An example of the "Print Contractor Information" report will be available as a separate handout at the TUNS demonstration.

3.5.1.4 Mark Contractor for Archiving

When you select Mark Contractor for Archiving from the "Contractors Menu", the "Contractor/University Identification Screen" is displayed as shown below, prompting you to identify which contractor you want to consider archiving.

CONTRACTOR/UNIVERSITY IDENTIFICATION SCREEN

CONTRACTOR/UNIVERSITY CODE: CNTR1

Marking for archive

If the contractor is not found, an error message is displayed. If the contractor is found, the following data screen is displayed for you to make sure this is the contractor you want to archive.


```
CONTRACTOR/UNIVERSITY IDENTIFICATION SCREEN
-----
CONTRACTOR/UNIVERSITY CODE: CNTR1
NAME: NASA Contractor One
      Second line of name
ADDRESS: Address line 1
          Address line 2
          Address line 3
CITY: City
BT: ST ZIP: 123456789
-----
GENERAL POINT OF CONTACT NAME: Contractor One Point of Contact
TELEPHONE: (111) 222-3333 E. 4444

Do you wish to archive this record (Y/N) ? N
```

To mark the contractor for archive, type a "Y" by the prompt at the base of the screen and then press ENTER. To not mark it for archive, leave the default response "N" and press ENTER. You will return to the "Contractor/University Identification Screen" where you can consider another contractor for archiving, if desired.

3.5.1.5 Delete Contractor Information

When you select Delete Contractor Information from the "Contractors Menu", the "Contractor/University Identification Screen" is displayed as shown below, prompting you to identify which contractor you want to consider deleting.

CONTRACTOR/UNIVERSITY IDENTIFICATION SCREEN

CONTRACTOR/UNIVERSITY CODE: CNTR:

Deleting

If the contractor is not found, an error message is displayed. If the contractor is found, the following data screen is displayed for you to make sure this is the contractor you want to delete.

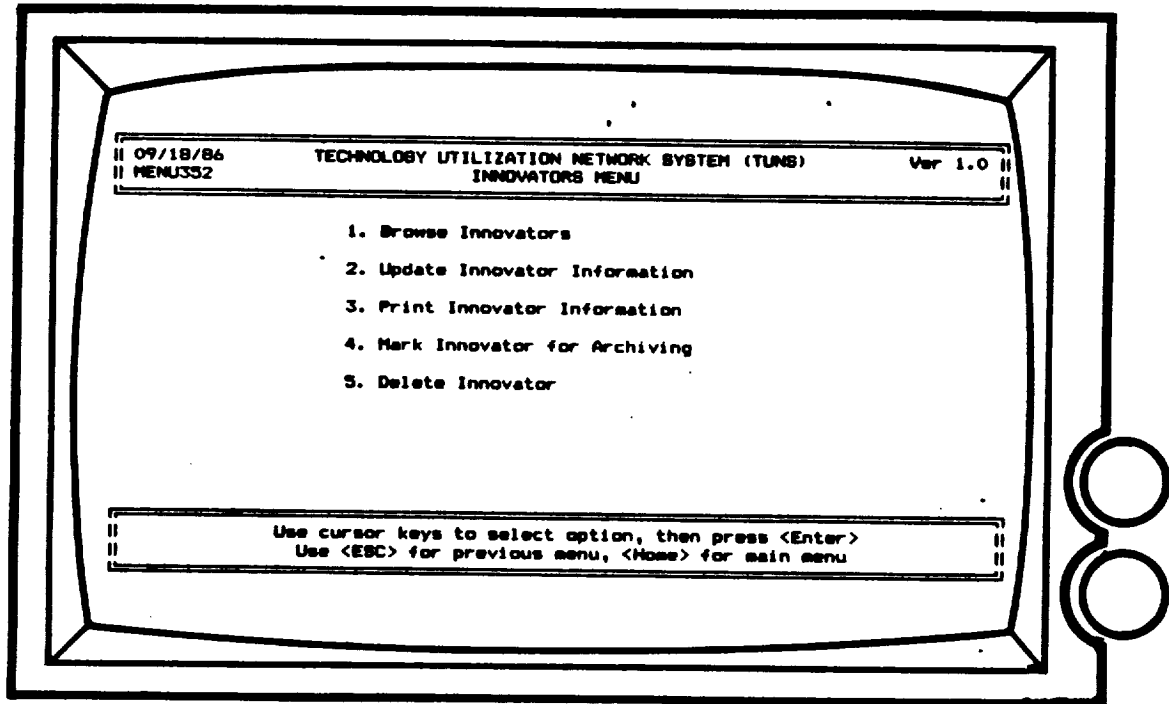
```
CONTRACTOR/UNIVERSITY IDENTIFICATION SCREEN
-----
CONTRACTOR/UNIVERSITY CODE: CNTR1
NAME: NASA Contractor One
      Second line of name
ADDRESS: Address line 1
          Address line 2
          Address line 3
CITY: City
ST: ST      ZIP: 123456789
-----
GENERAL POINT OF CONTACT NAME: Contractor One Point of Contact
TELEPHONE: (111) 222-3333 E. 4444

Do you wish to permanently delete this record (Y/N) ?      Y
Are you SURE (Y/N) ?      N
```

To delete the contractor record, type a "Y" by both prompts at the base of the screen and then press ENTER. To exit without deleting the record, leave the default responses "N" and press ENTER. You will return to the "Contractor/University Identification Screen" where you can consider another contractor for deletion, if desired.

3.5.2 Innovators

When you select Innovators from the "Supporting Databases Menu", the "Innovators Menu" is displayed, as shown below.



From here, select which function you would like to perform on innovator data. The system will then display the first screen for that function.

3.5.2.1 Browse Innovators

When you select Browse Innovators from the "Innovators Menu", the following screen is displayed, allowing you to specify where you want to start browsing.

BROWSE INNOVATORS

CODE

Browsing

After you have specified a starting point, the innovators are displayed as shown below. You can then page backwards and forwards throughout the file.

BROWSE INNOVATORS

Code	Last name	First name
INNOV1	One	Innovator
INNOV2	Two	Innovator

Press PgDn for next screen, PgUp for previous screen, or EBC to exit

3.5.2.2 Update Innovator Information

When you select Update Innovator Information from the "Innovators Menu", the "Innovator Input Screen" is displayed as shown below, prompting you to identify the code of the innovator for whom you want to update information.

INNOVATOR INPUT SCREEN

CODE INNOV1

This record does not exist ... do you wish to add it ? Y

Creating / Updating

If there is no information record for the innovator, you can add one now. If the innovator's information record is found, the "Innovator Input Screen" is displayed as shown below, for your input.

```
INNOVATOR INPUT SCREEN

CODE INNOV1                                BSN 123-45-6789

FIRST NAME      MIDDLE INITIAL  LAST NAME
Innovator              One          One

ADDRESS      Address line 1      US CITIZEN? Y
              Address line 2

CITY          City
STATE CODE    ST      ZIP 987654321

EMPLOYER'S CODE CNTR1

DIV/SECTION    Aircraft Design      TELEPHONE (999) 888-7777 ET. 66
```

When finished entering data, press Cntl-End to store your changes and return to the previous screen. There you can update information on another innovator, if desired.

3.5.2.3 Print Innovator Information

When you select Print Innovator Information from the "Innovators Menu", the system prints a list of all innovators in the database, with complete information on each one. You will remain on the "Innovators Menu"; a message appears at the base of the screen to confirm that the report is printing. You can then select another function from the menu.

The purpose of this selection is to provide a complete hard copy listing of all innovator information. An example of the "Print Innovator Information" report will be available as a separate handout at the TUNS demonstration.

3.5.2.4 Mark Innovator for Archiving

When you select Mark Innovator for Archiving from the "Innovators Menu", the "Innovator Input Screen" is displayed as shown below, prompting you to identify which innovator you want to consider archiving.

The diagram shows a rectangular screen with a double border. Inside the screen, the text "INNOVATOR INPUT SCREEN" is centered at the top. Below this, on the left side, is the text "CODE INNOV1". At the bottom left of the screen area, the text "Marking for archive" is displayed. On the right side of the screen, outside the main display area, there are two vertically stacked circles, resembling buttons or indicators.

If the innovator is not found, an error message is displayed. If the innovator is found, the following data screen is displayed for you to make sure this is the innovator you want to archive.

INNOVATOR INPUT SCREEN

CODE	INNOV1	SSN	123-45-6789
FIRST NAME	MIDDLE INITIAL	LAST NAME	
Innovator	One	One	
ADDRESS	Address line 1	US CITIZEN?	Y
	Address line 2		
CITY	City		
STATE CODE	ST	ZIP	987654321
EMPLOYER'S CODE	CNTR1		
DIV/SECTION	Aircraft Design	TELEPHONE	(999) 888-7777 ET. 66
Do you wish to archive this record (Y/N) ?			N

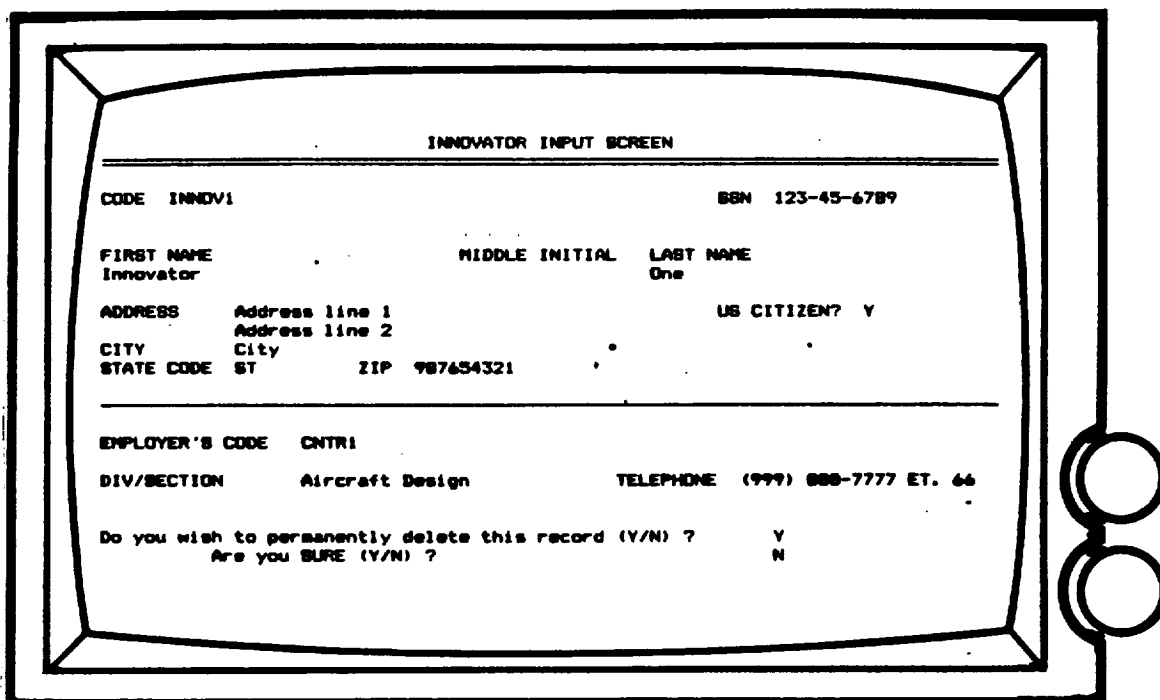
To mark the innovator for archive, type a "Y" by the prompt at the base of the screen and then press ENTER. Type "N" to not mark it for archive but instead exit back to the "Innovator Input Screen". There you can consider another innovator for archiving, if desired.

3.5.2.5 Delete Innovator Information

When you select Delete Innovator Information from the "Innovators Menu", the "Innovator Input Screen" is displayed as shown below, prompting you to identify which innovator you want to consider deleting.

The diagram shows a rectangular screen with a thick border. Inside the screen, the title "INNOVATOR INPUT SCREEN" is centered at the top. Below the title, the text "CODE INNOV1" is displayed on the left side. In the bottom left corner of the screen, the word "Deleting" is shown. To the right of the screen, there are two vertically stacked circular buttons or indicators.

If the innovator is not found, an error message is displayed. If the innovator is found, the following data screen is displayed for you to make sure this is the innovator you want to delete.



```

INNOVATOR INPUT SCREEN
-----
CODE  INNOV1                               SSN  123-45-6789

FIRST NAME      MIDDLE INITIAL  LAST NAME
Innovator              One

ADDRESS      Address line 1          US CITIZEN?  Y
              Address line 2

CITY          City
STATE CODE    ST          ZIP  987654321

-----

EMPLOYER'S CODE  CNTRI

DIV/SECTION      Aircraft Design          TELEPHONE  (999) 888-7777 ET. 66

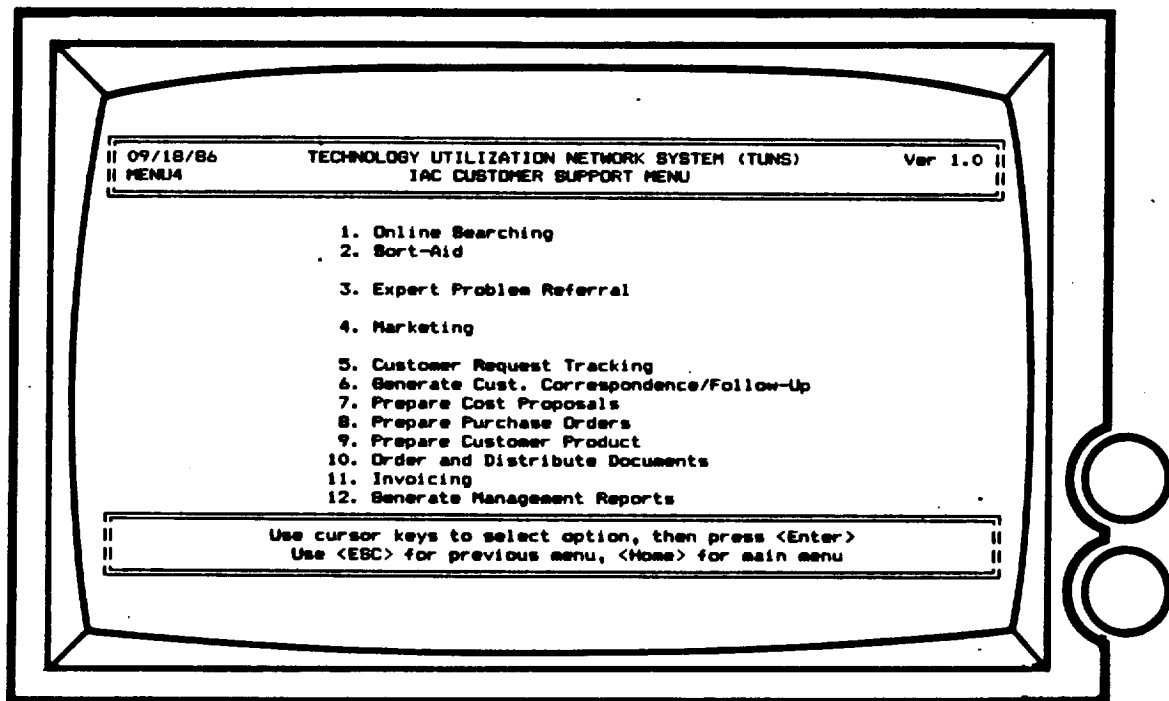
Do you wish to permanently delete this record (Y/N) ?      Y
Are you SURE (Y/N) ?      N

```

To delete the innovator record, type a "Y" by both prompts at the base of the screen and then press ENTER. Type "N" to exit without deleting the record and return to the "Innovator Input Screen". There you can consider another innovator for deletion, if desired.

4.0 IAC Customer Support

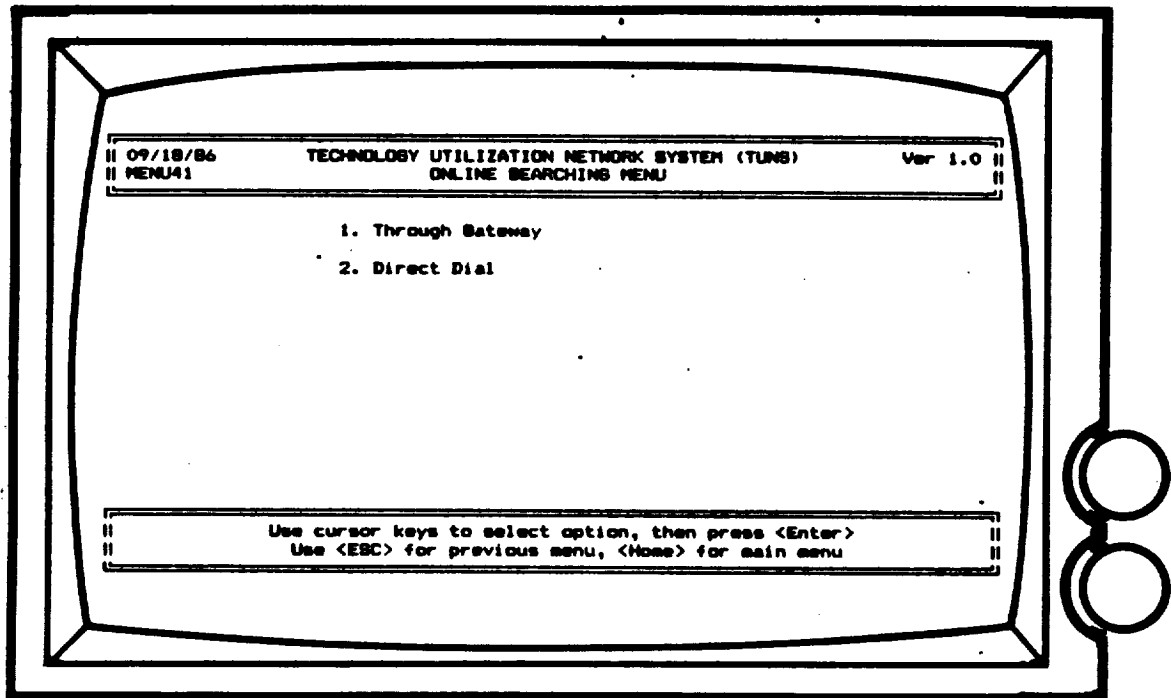
When you select IAC Customer Support from the TUNS "Main Menu", the "IAC Customer Support Menu" is displayed, as shown below.



From here, choose which of the capabilities listed you would like to use. The system will then display the first screen related to that function.

4.1 Online Searching

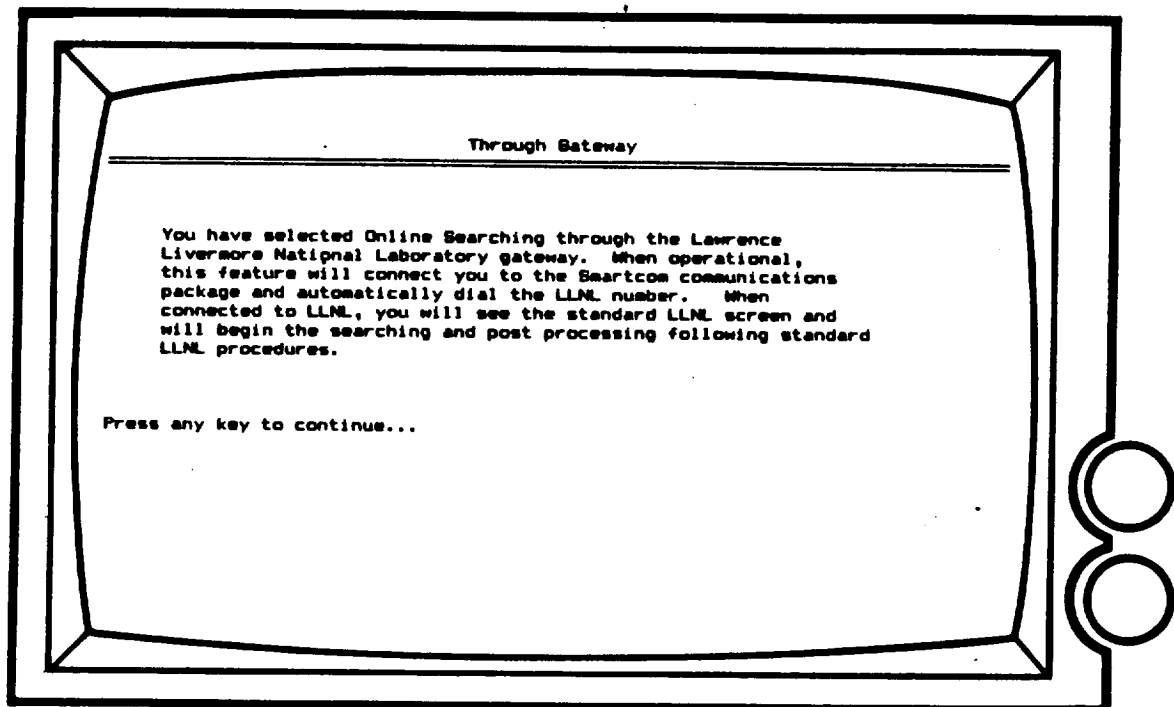
When you select Online Searching from the "IAC Customer Support Menu", the "Online Searching Menu" is displayed, as shown below.



From here, select one of the methods for accessing a remote system.

4.1.1 Gateway

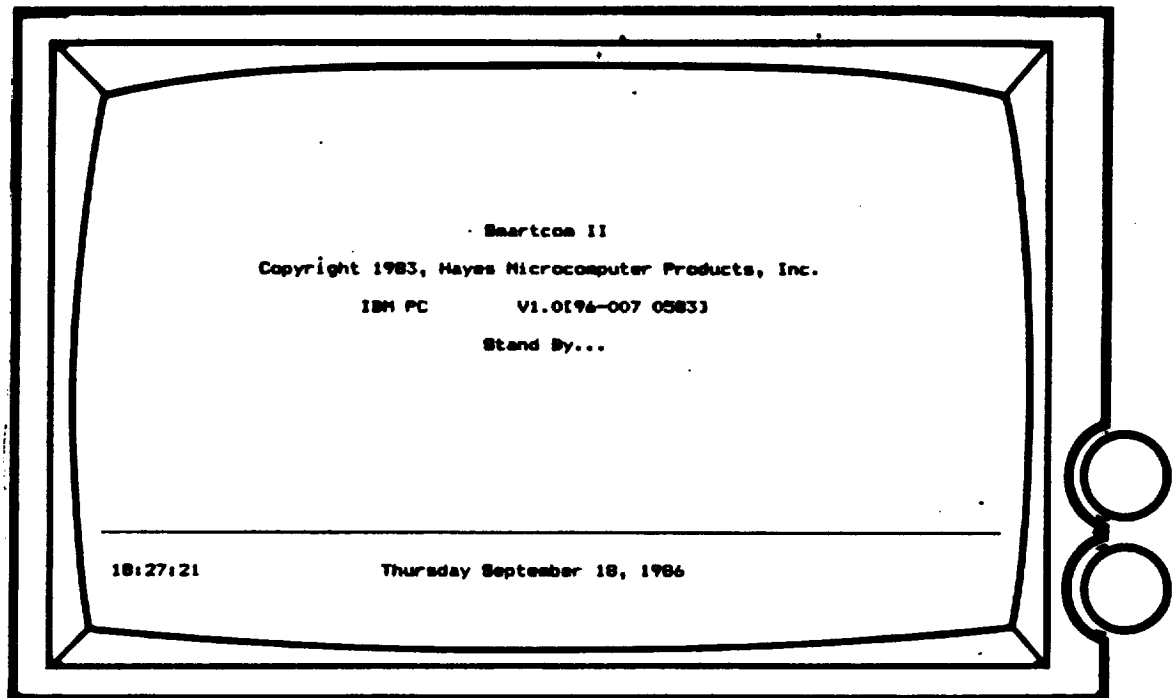
When you select Through Gateway from the "Online Searching Menu", the system displays the following screen to briefly explain what is anticipated for the interface to Gateway.



Press any key to return to the "Online Searching Menu".

4.1.2 Direct Dial

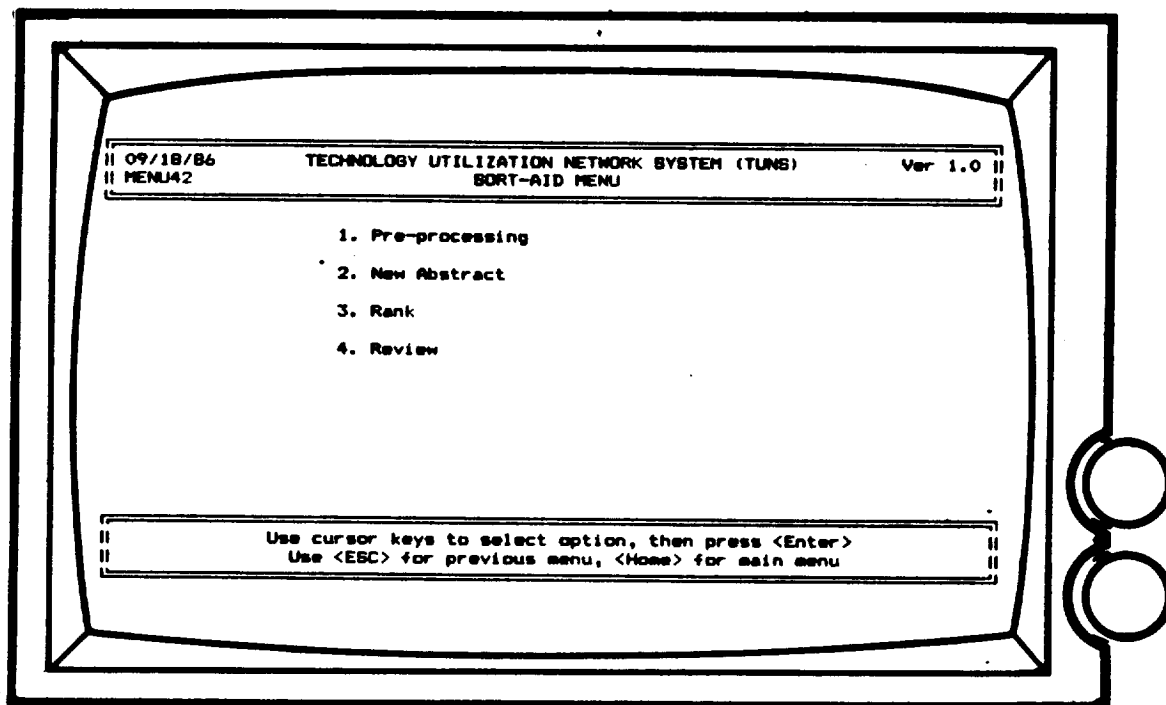
When you select Direct Dial from the "Online Searching Menu", the system links to Smartcom. The first screen in the Smartcom package is shown below.



Smartcom is a telecommunications package which allows you to attach to other computers and retrieve information from them. For information on using the Smartcom software, refer to the Smartcom user manual.

4.2 Sort-Aid

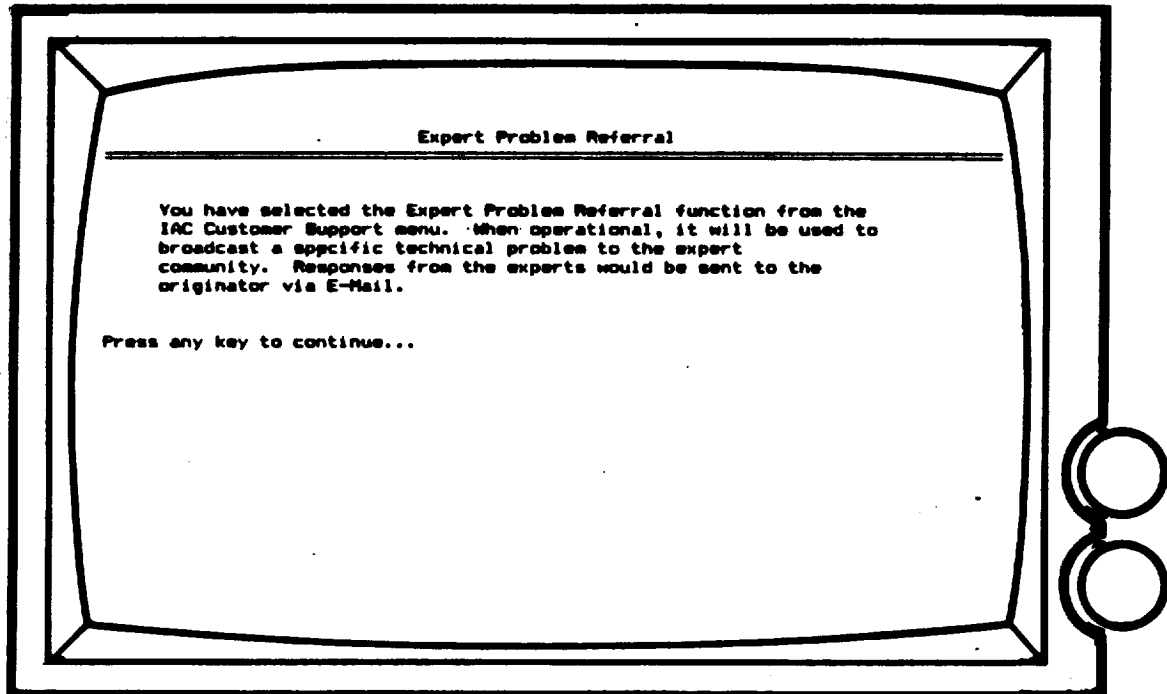
When you select Sort-Aid from the "IAC Customer Support Menu", the system links to the Sort-Aid software package. The TUNS menu of Sort-Aid functions is shown below.



Sort-Aid is a utility that enables you to manipulate data downloaded from a remote computer. To be precise, Sort-Aid enables you to sort through, rank based on word frequency, rearrange, and view the titles, abstracts, etc. you've gathered through searching the bibliographic data bases. For details on using the Sort-Aid package, refer to the Sort-Aid user manual.

4.3 Expert Problem Referral

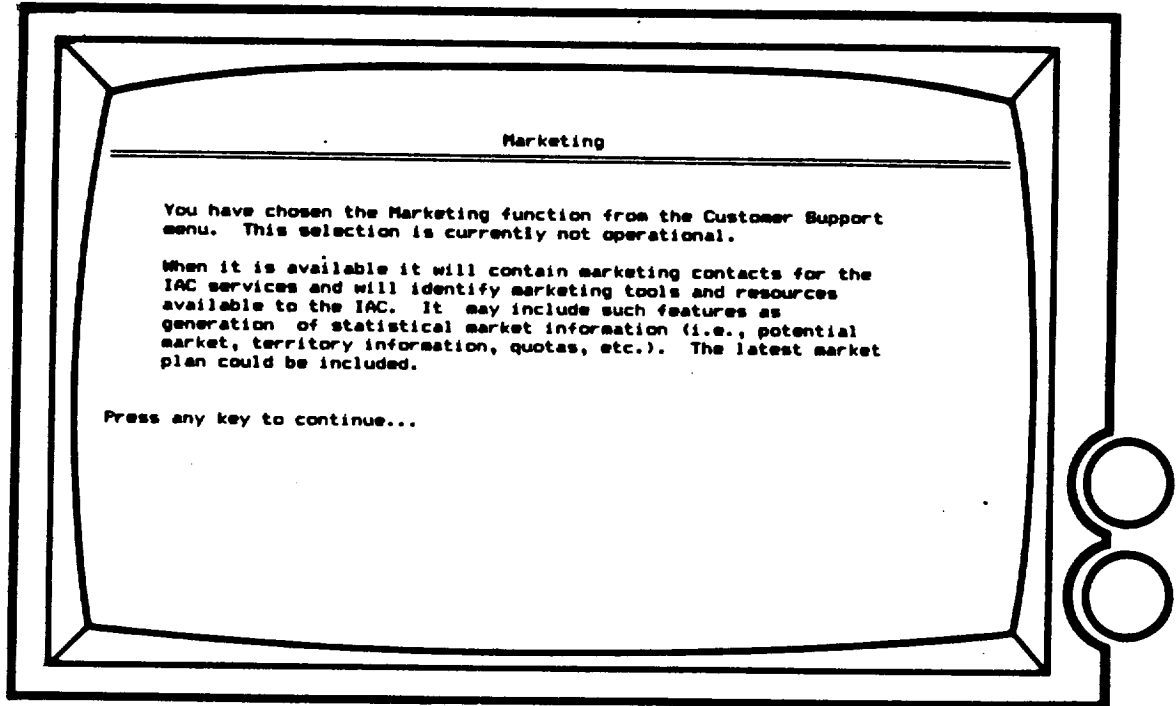
When you select Expert Problem Referral from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Expert Problem Referral function.



Press any key to return to the "IAC Customer Support Menu".

4.4 IAC Marketing

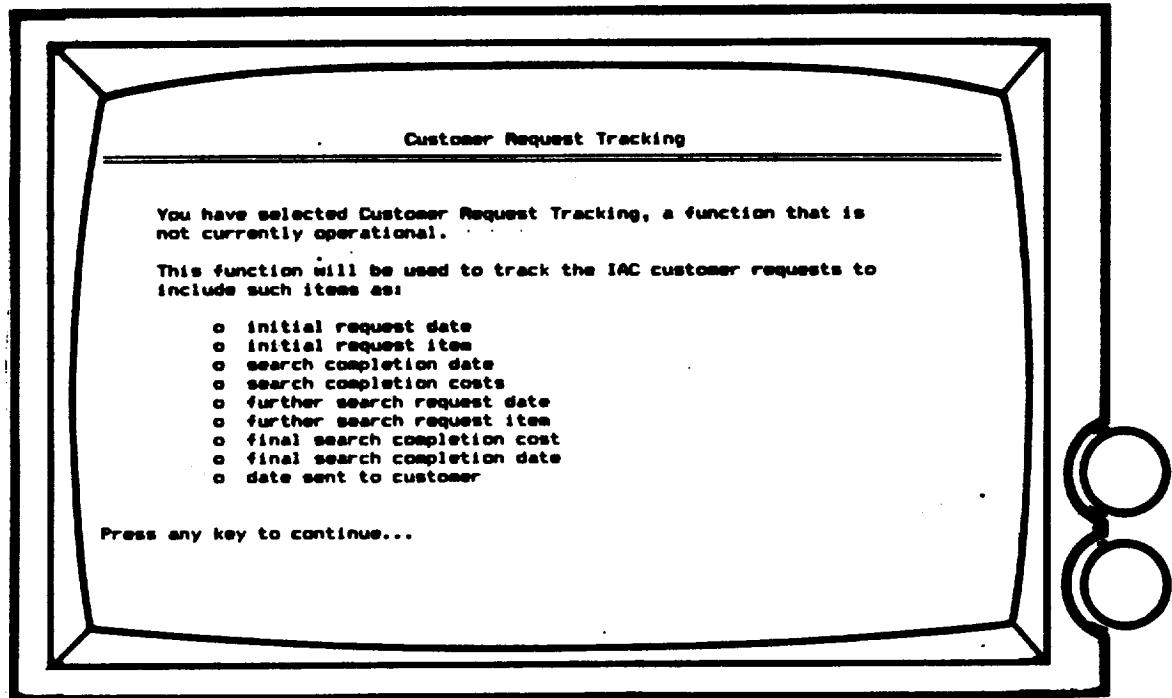
When you select Marketing from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Marketing function.



Press any key to return to the "IAC Customer Support Menu".

4.5 IAC Customer Request Tracking

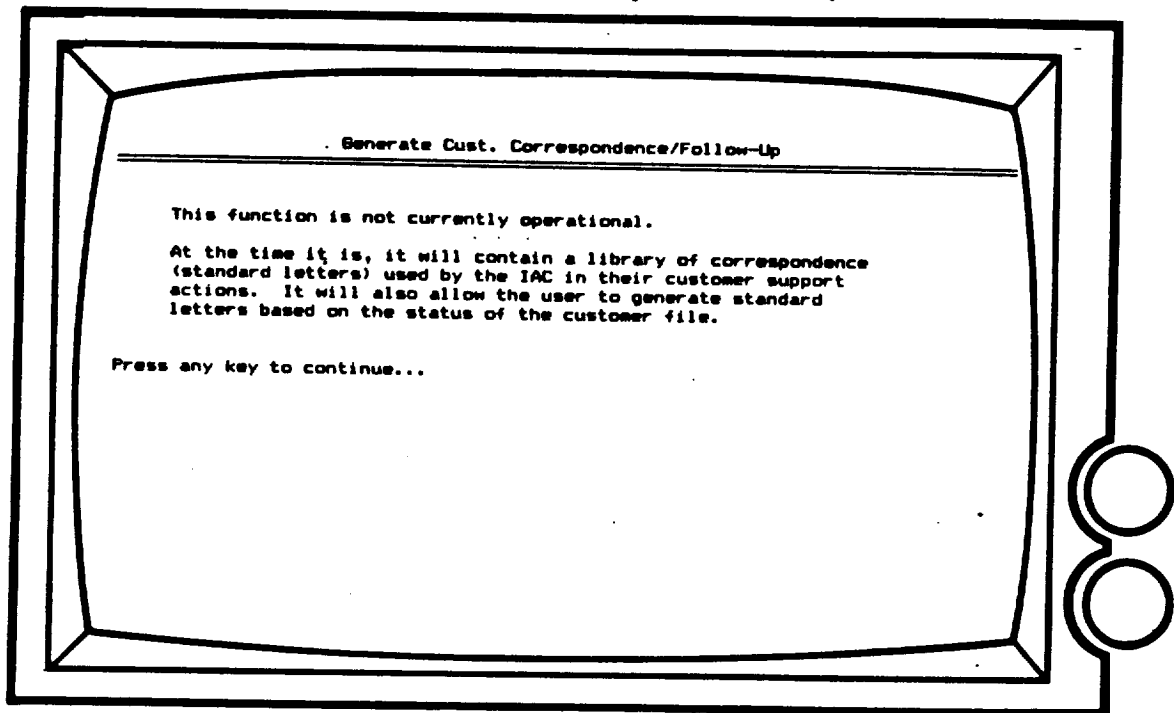
When you select Customer Request Tracking from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Customer Request Tracking function.



Press any key to return to the "IAC Customer Support Menu".

4.6 Generate IAC Customer Correspondence/Follow-Up

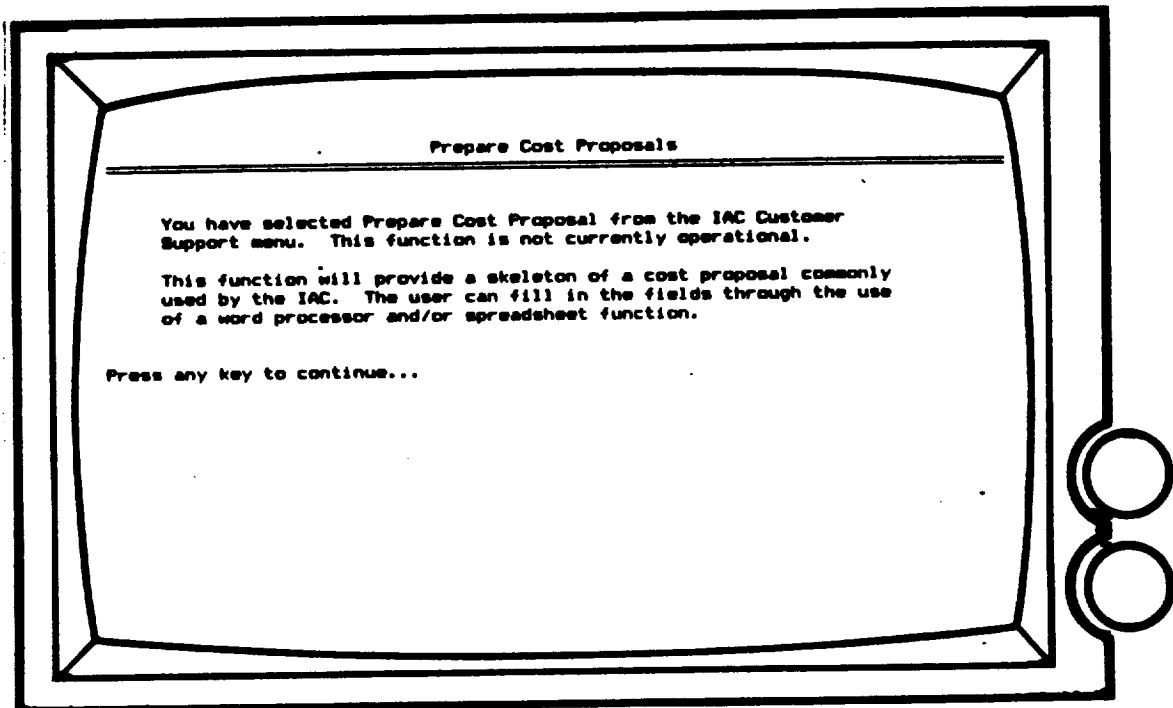
When you select Generate Cust. Correspondence/Follow-Up from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Generate Cust. Correspondence/Follow-Up function.



Press any key to return to the "IAC Customer Support Menu".

4.7 Prepare IAC Cost Proposals

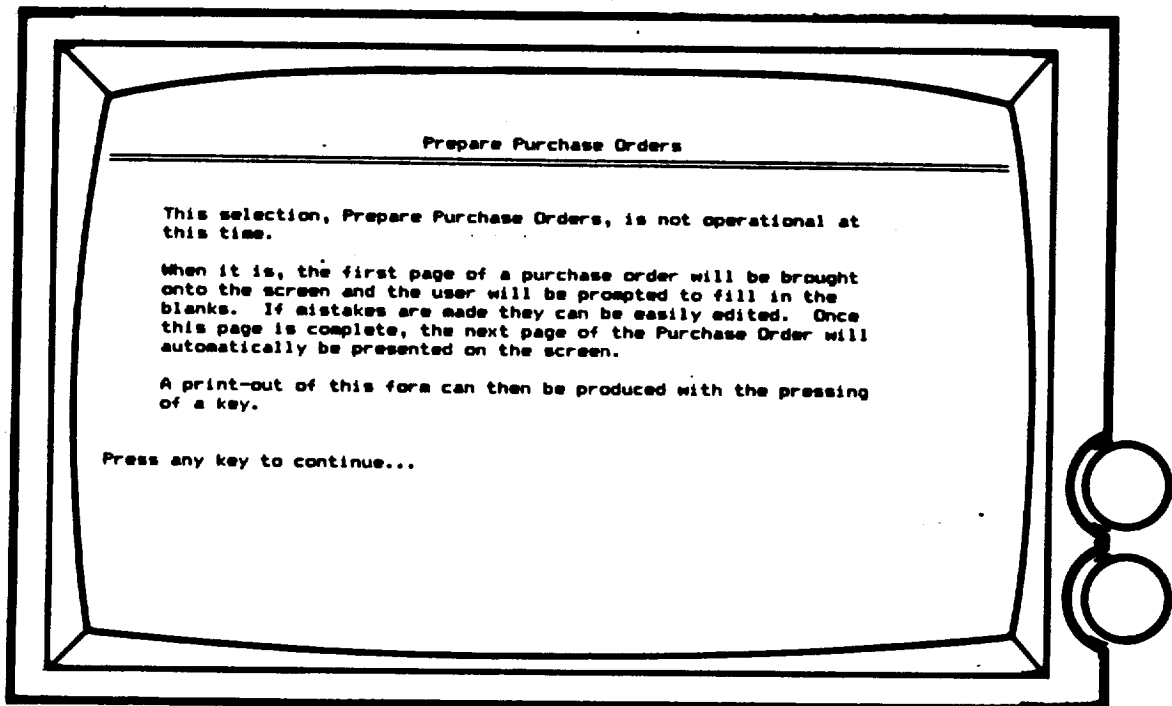
When you select Prepare Cost Proposals from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Prepare Cost Proposals function.



Press any key to return to the "IAC Customer Support Menu".

4.8 Prepare IAC Purchase Orders

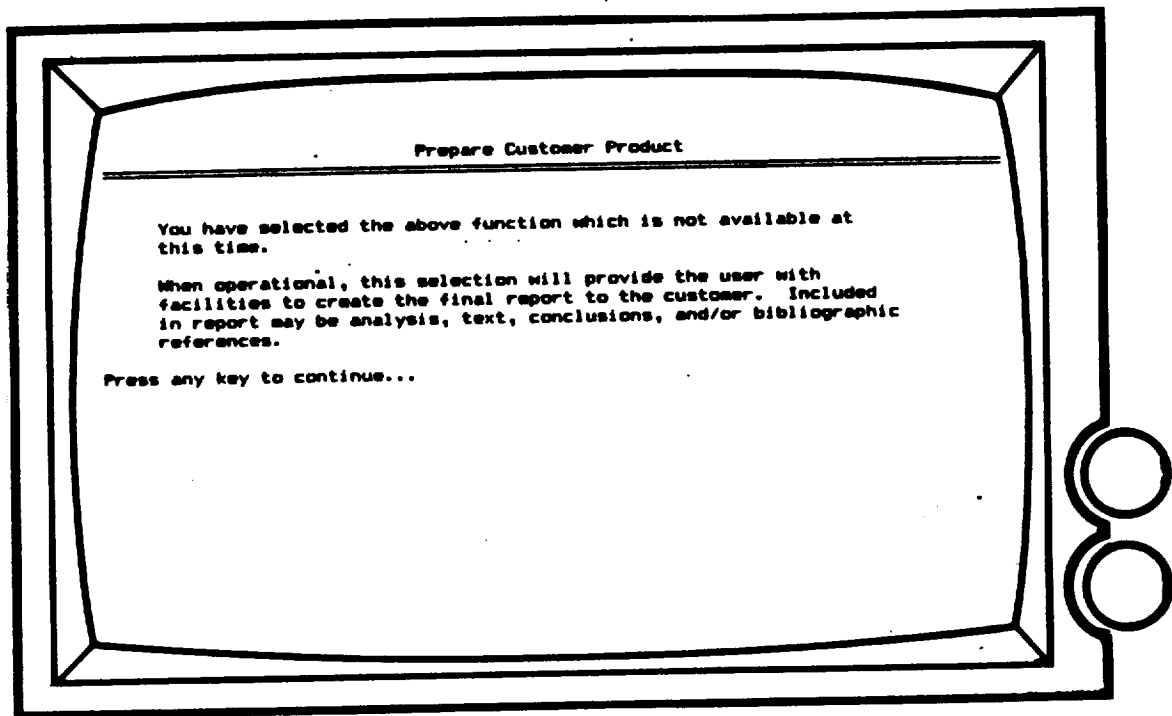
When you select Prepare Purchase Orders from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Prepare Purchase Orders function.



Press any key to return to the "IAC Customer Support Menu".

4.9 Prepare IAC Customer Product

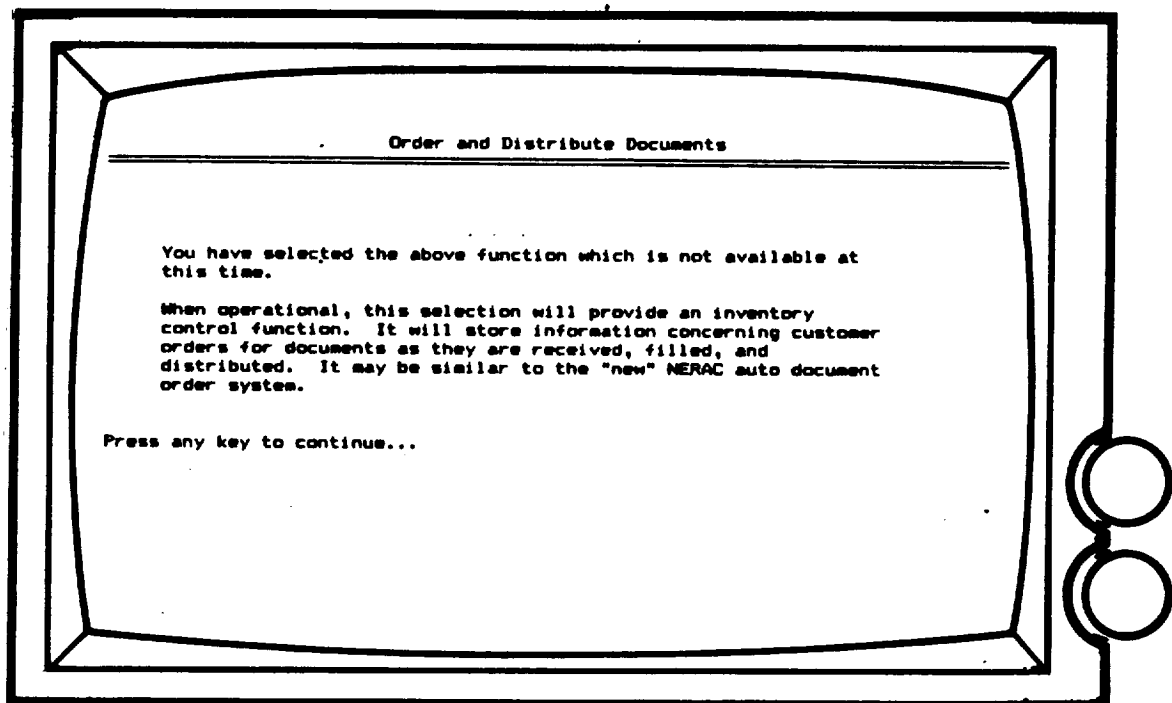
When you select Prepare Customer Product from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Prepare Customer Product function.



Press any key to return to the "IAC Customer Support Menu".

4.10 Order and Distribute Documents

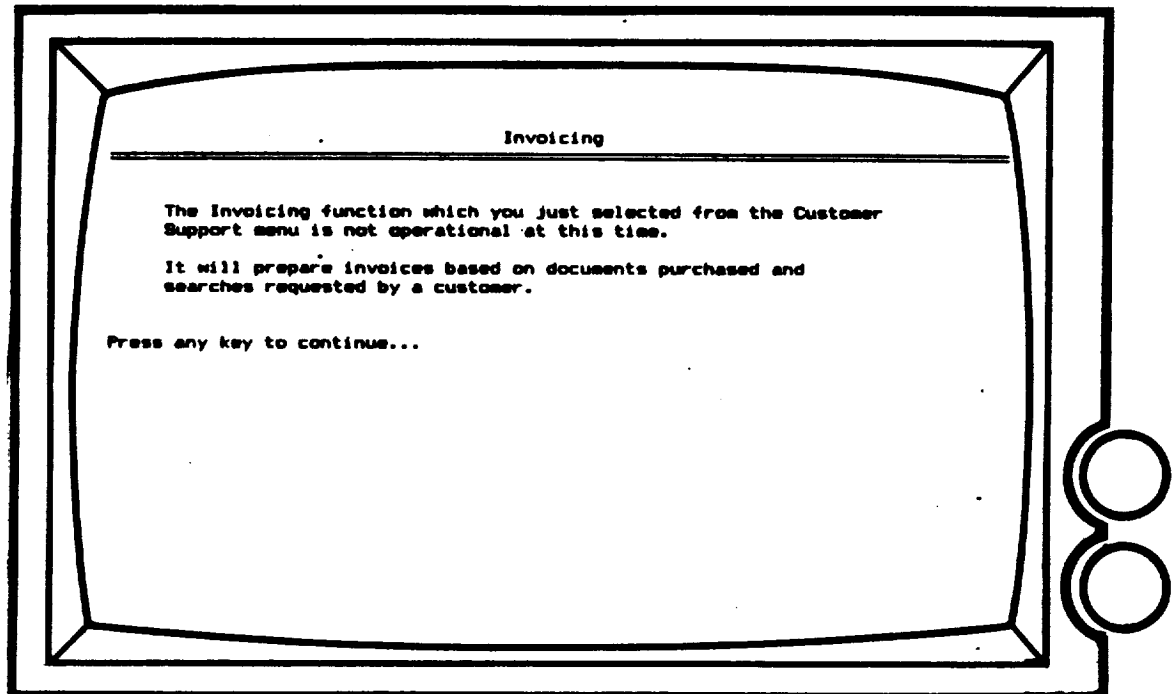
When you select Order and Distribute Documents from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Order and Distribute Documents function.



Press any key to return to the "IAC Customer Support Menu".

4.11 Invoicing

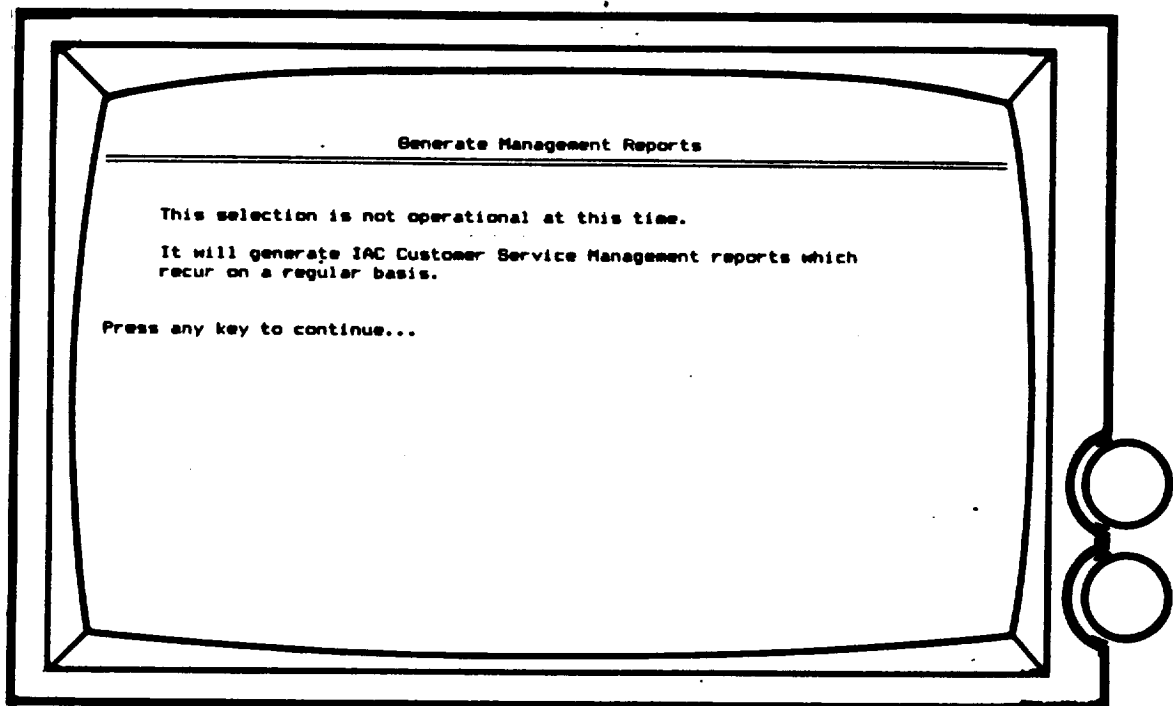
When you select Invoicing from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Invoicing function.



Press any key to return to the "IAC Customer Support Menu".

4.12 Generate IAC Management Reports

When you select Generate Management Reports from the "IAC Customer Support Menu", the following screen is displayed to briefly explain what is anticipated for the Generate Management Reports function.

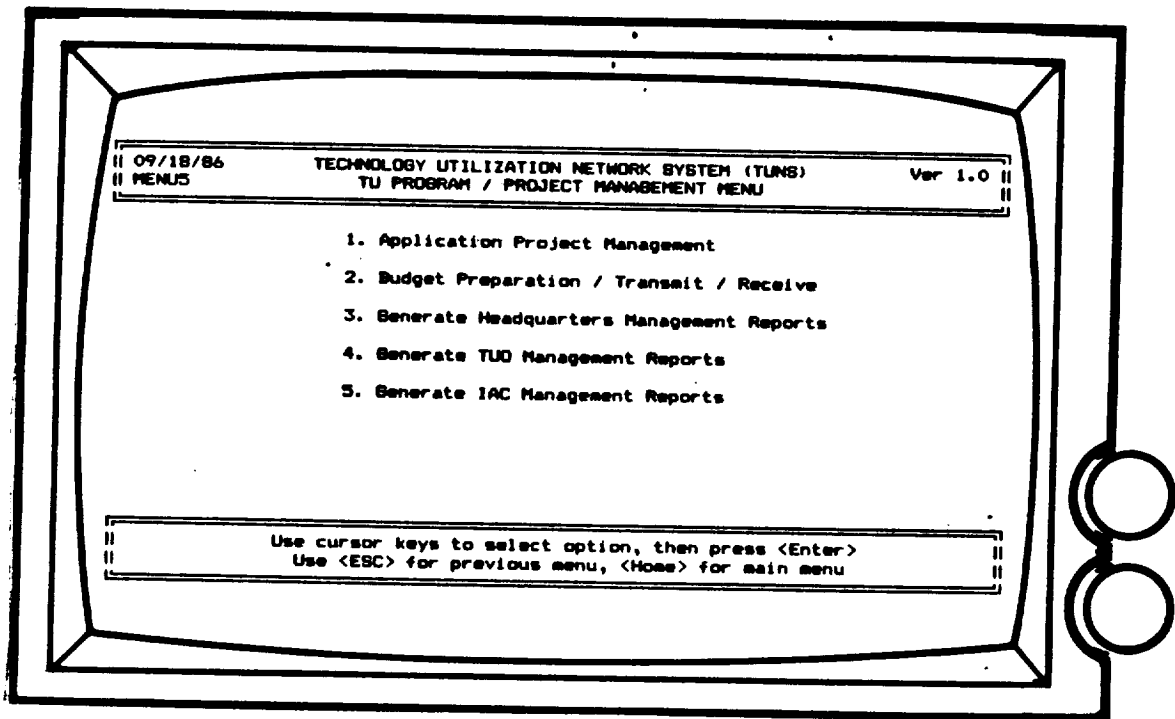


Press any key to return to the "IAC Customer Support Menu".

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5.0 TU Program/Project Management

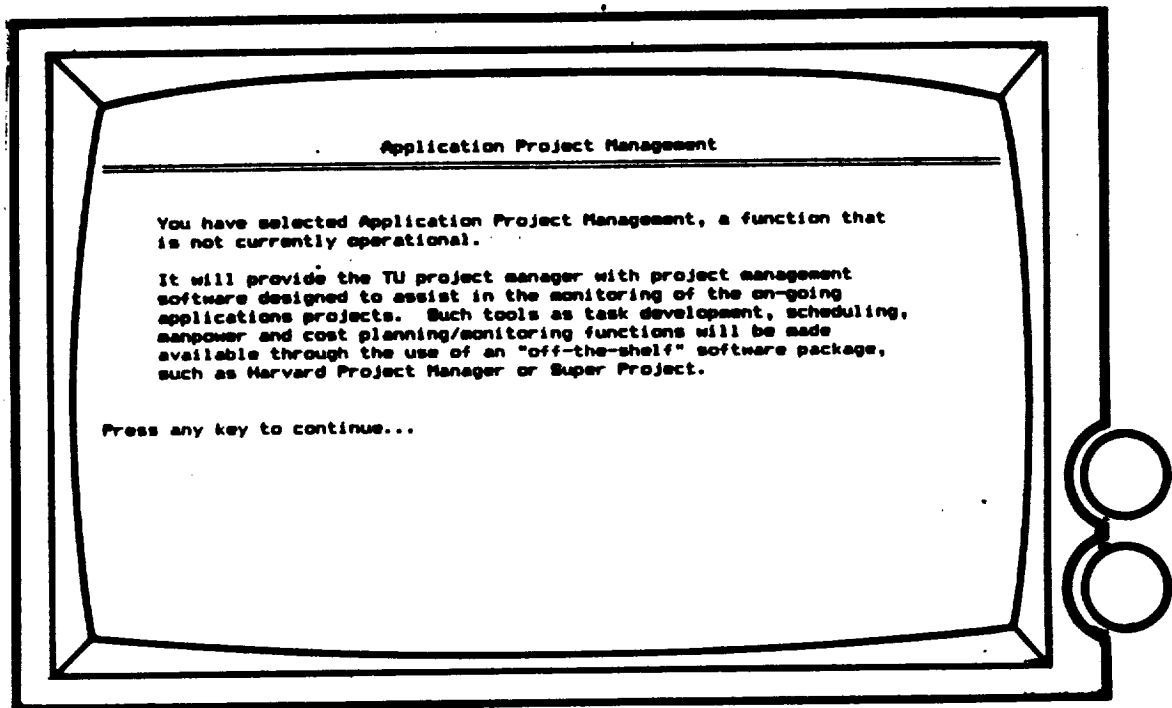
When you select TU Program/Project Management from the TUNS "Main Menu", the "TU Program/Project Management Menu" is displayed, as shown below.



From here, select which of the program/project management functions you would like to use. The system will then display the first screen associated with that function.

5.1 Application Project Management

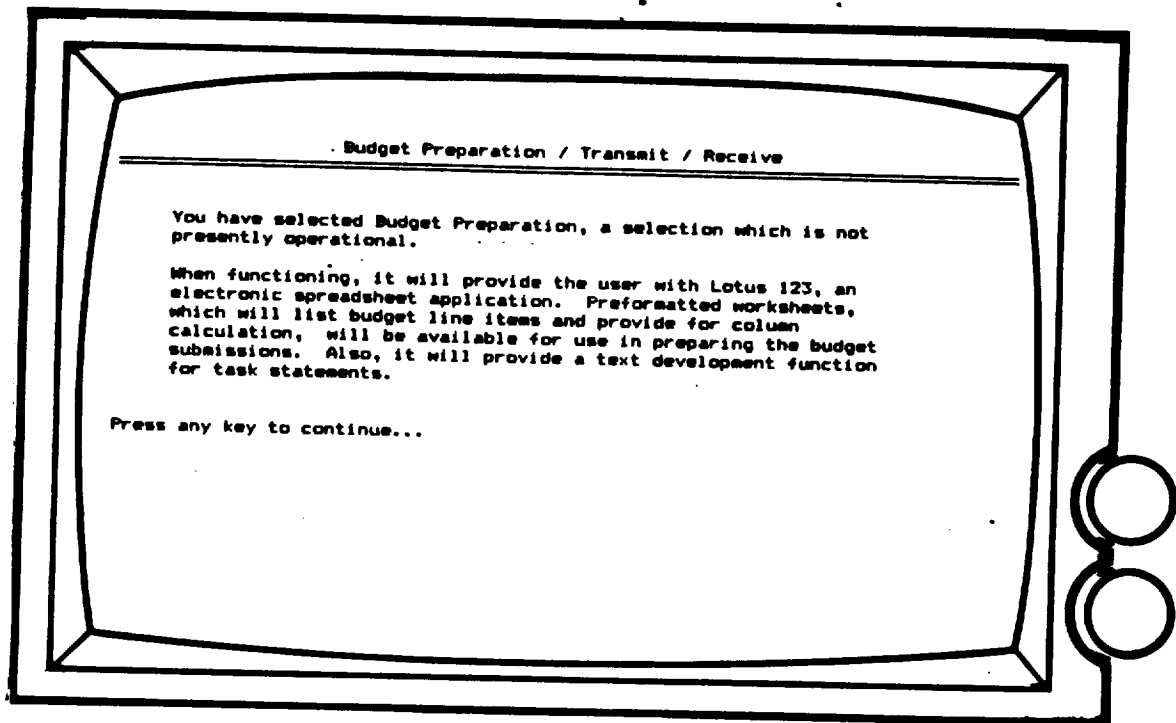
When you select Application Project Management from the "TU Program/Project Management Menu", the following screen is displayed to briefly explain what is anticipated for the Application Project Management function.



Press any key to return to the "TU Program/Project Management Menu".

5.2 Budget Preparation/Transmit/Receive

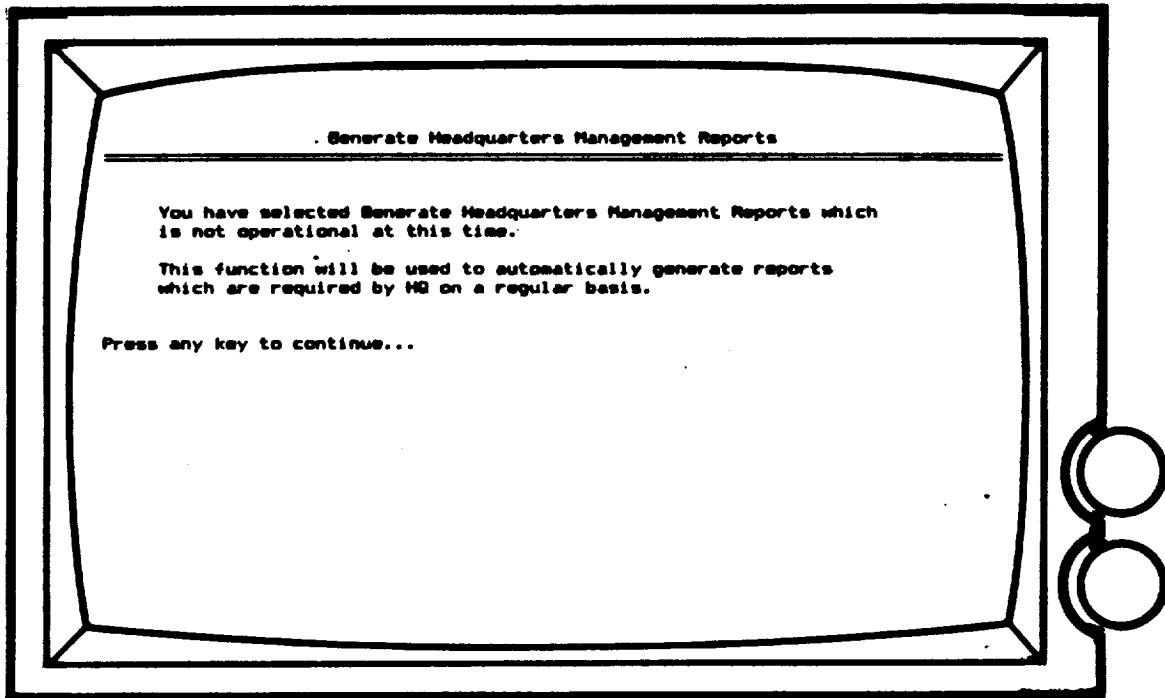
When you select Budget Preparation/Transmit/Receive from the "TU Program/Project Management Menu", the following screen is displayed to briefly explain what is anticipated for the Budget Preparation/Transmit/Receive function.



Press any key to return to the "TU Program/Project Management Menu".

5.3 Generate Headquarters Management Reports

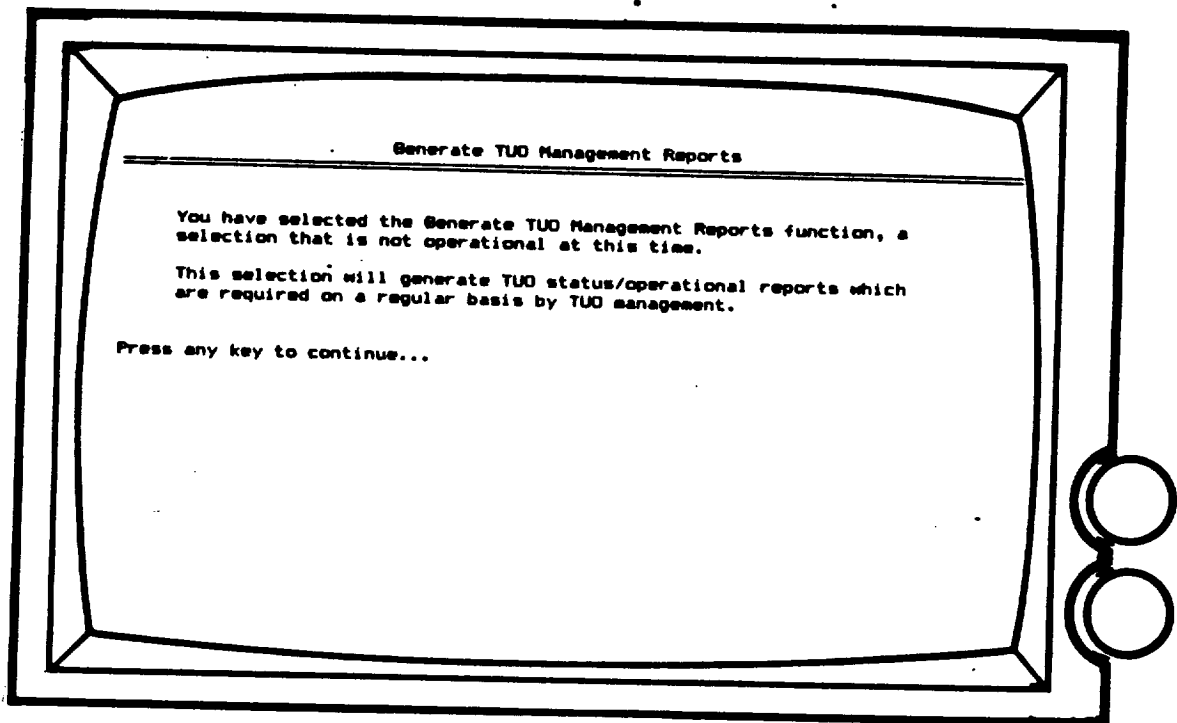
When you select Generate Headquarters Management Reports from the "TU Program/ Project Management Menu", the following screen is displayed to briefly explain what is anticipated for the Generate Headquarters Management Reports function.



Press any key to return to the "TU Program/Project Management Menu".

5.4 Generate TUO Management Reports

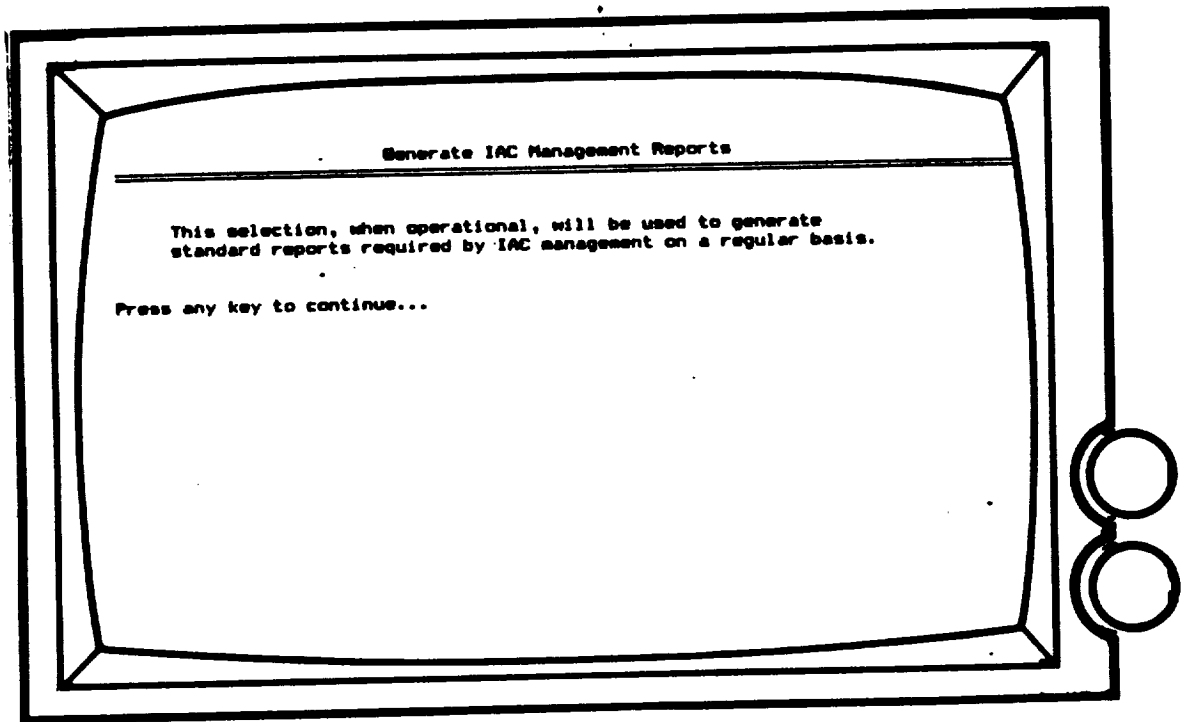
When you select Generate TUO Management Reports from the "TU Program/Project Management Menu", the following screen is displayed to briefly explain what is anticipated for the Generate TUO Management Reports function.



Press any key to return to the "TU Program/Project Management Menu".

5.5 Generate IAC Management Reports

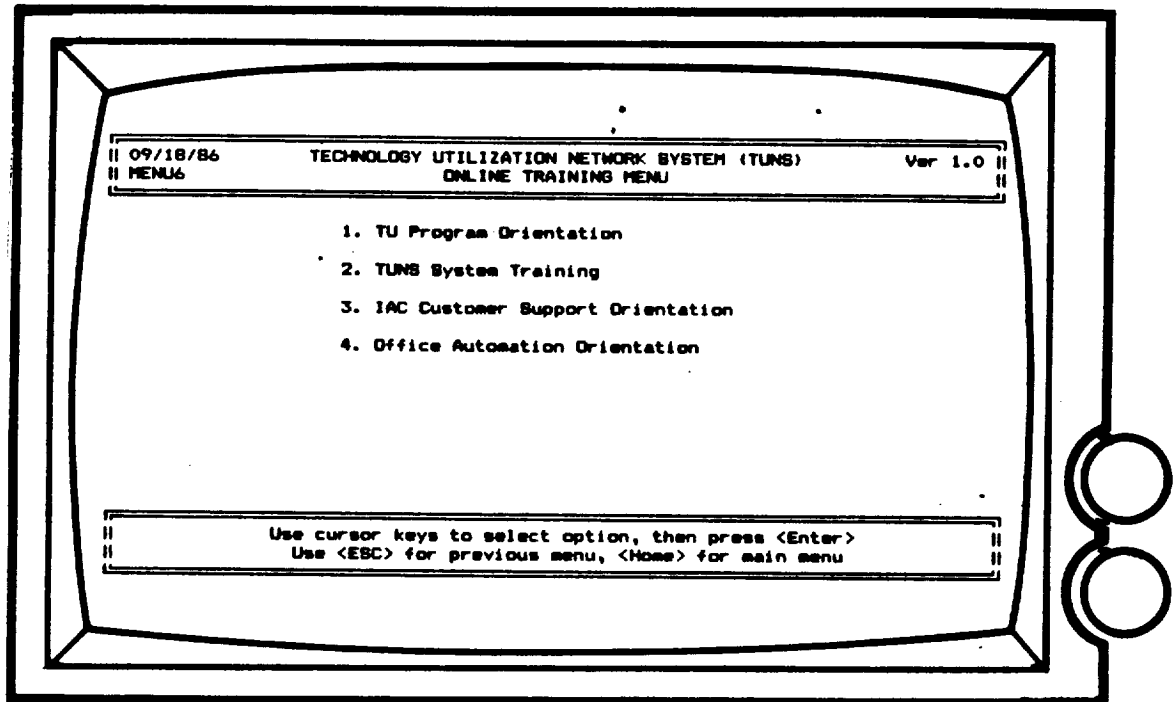
When you select Generate IAC Management Reports from the "TU Program/Project Management Menu", the following screen is displayed to briefly explain what is anticipated for the Generate IAC Management Reports function.



Press any key to return to the "TU Program/Project Management Menu".

6.0 Online Training

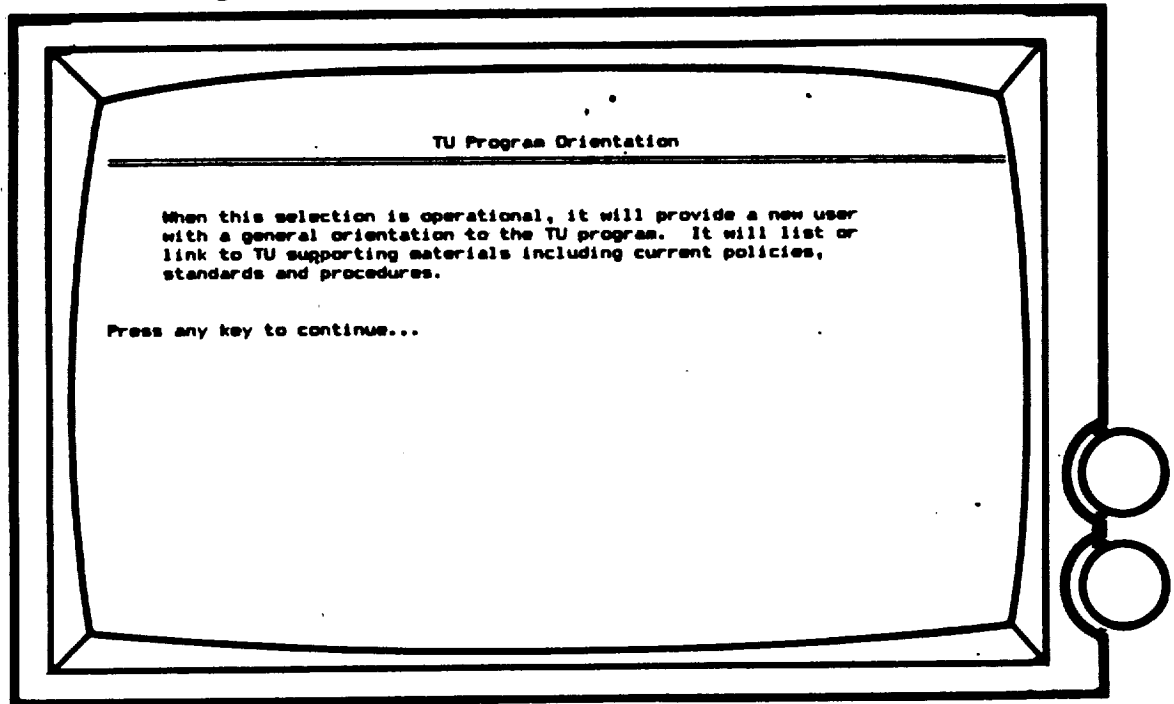
When you select Online Training from the TUNS "Main Menu", the "Online Training Menu" is displayed, as shown below.



From here, select which of the online training programs you would like to use. The system will then display the first screen associated with that program.

6.1 TU Program Orientation

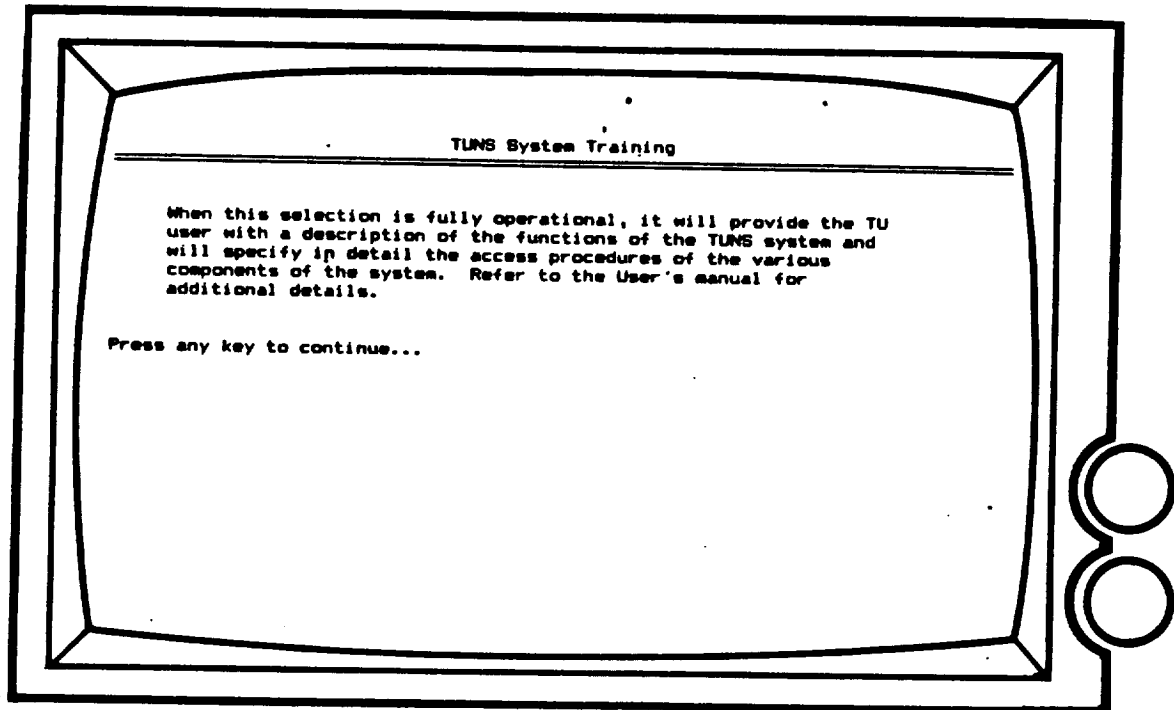
When you select TU Program Orientation from the "Online Training Menu", the following screen is displayed to briefly explain what is anticipated for the online TU Program Orientation tutorial.



Press any key to return to the "Online Training Menu".

6.2 TUNS System Training

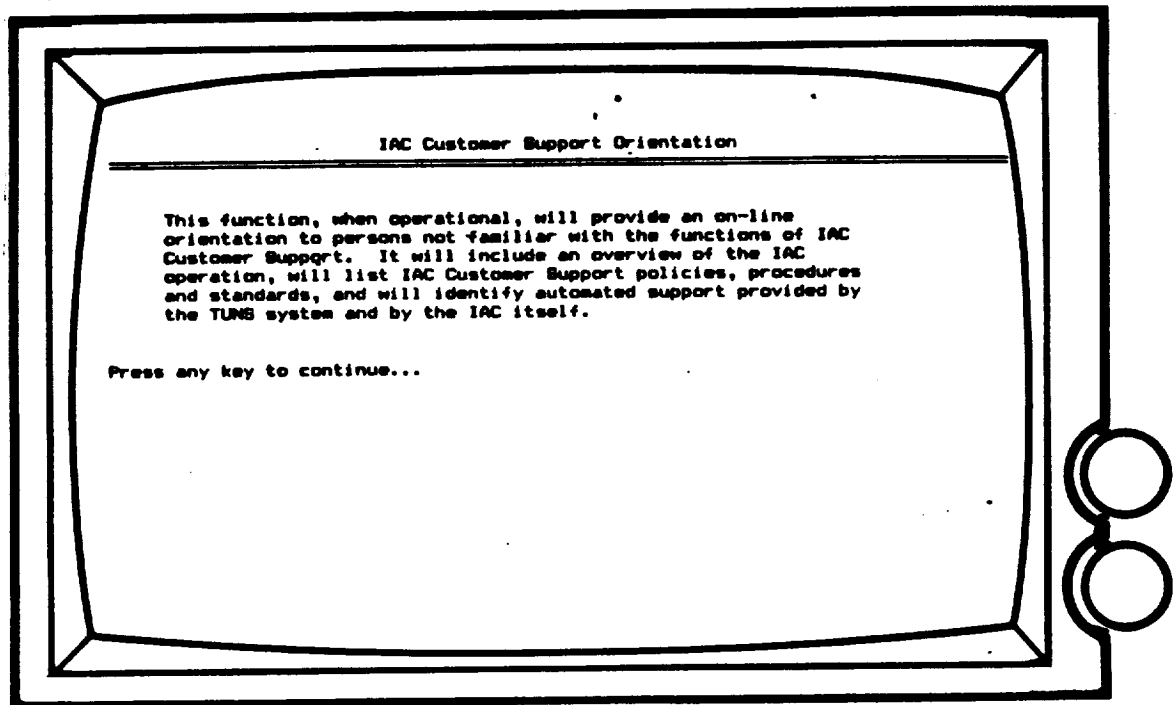
When you select TUNS System Training from the "Online Training Menu", the following screen is displayed to briefly explain what is anticipated for the online TUNS System Training tutorial.



Press any key to return to the "Online Training Menu".

6.3 IAC Customer Support Orientation

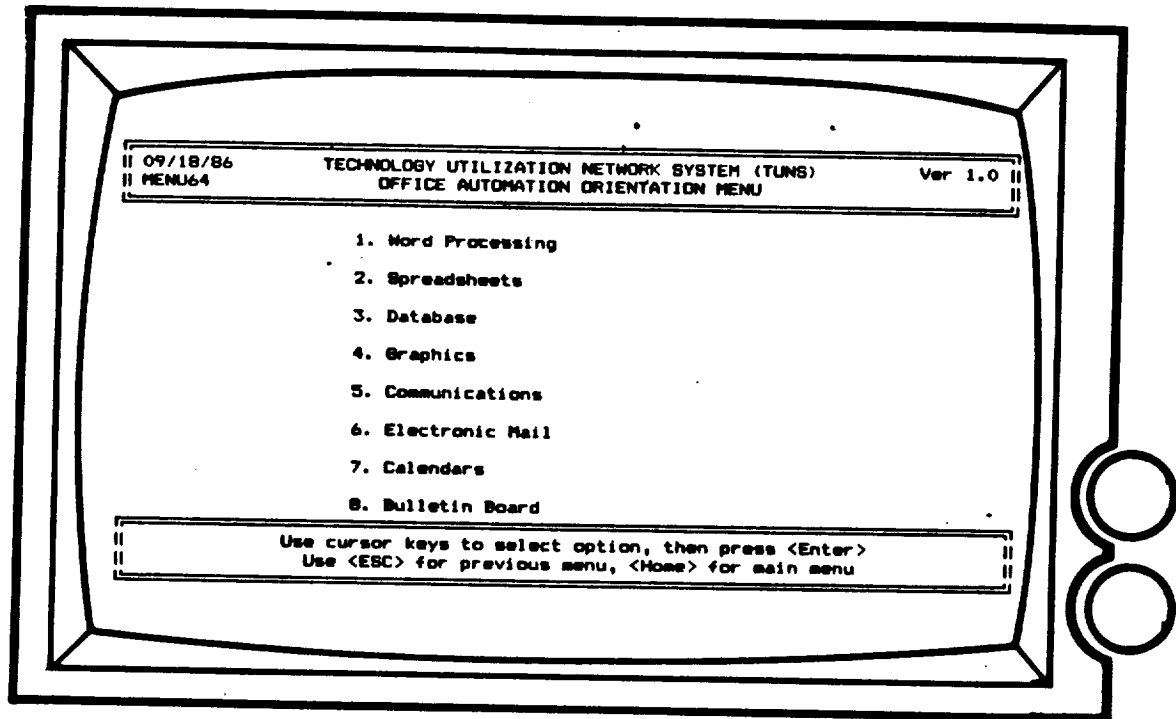
When you select IAC Customer Support Orientation from the "Online Training Menu", the following screen is displayed to briefly explain what is anticipated for the online IAC Customer Support Orientation tutorial.



Press any key to return to the "Online Training Menu".

6.4 Office Automation Orientation

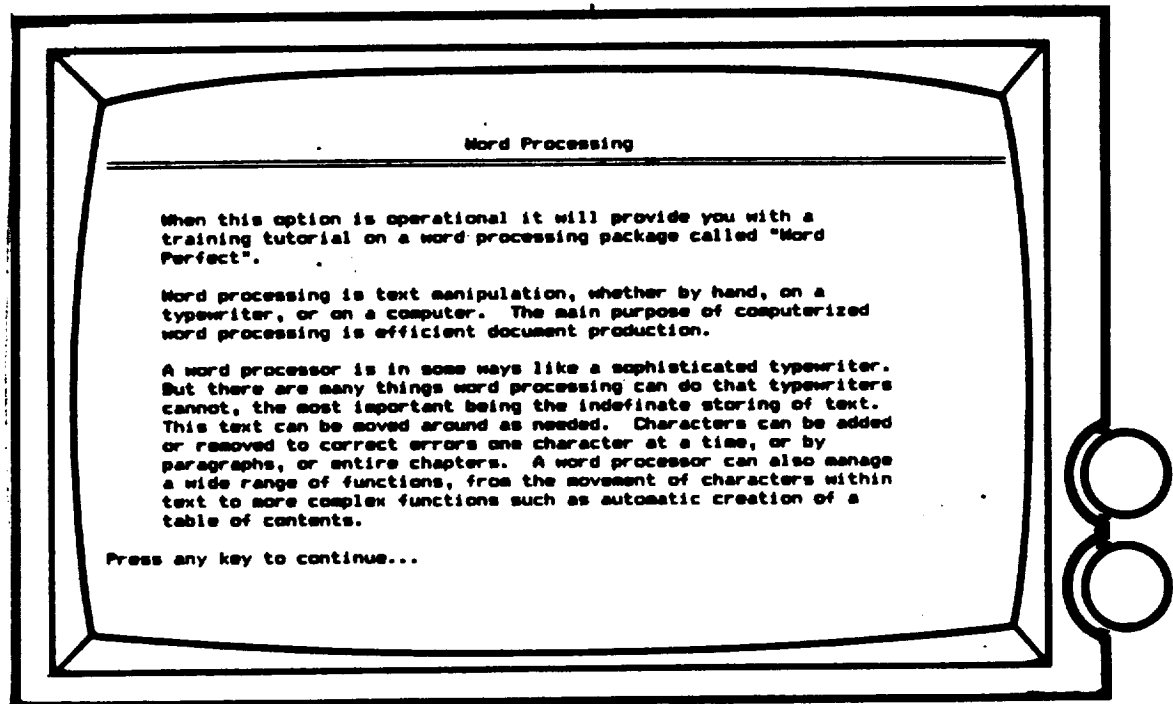
When you select Office Automation Orientation from the "Online Training Menu", the "Office Automation Orientation Menu" is displayed, as shown below.

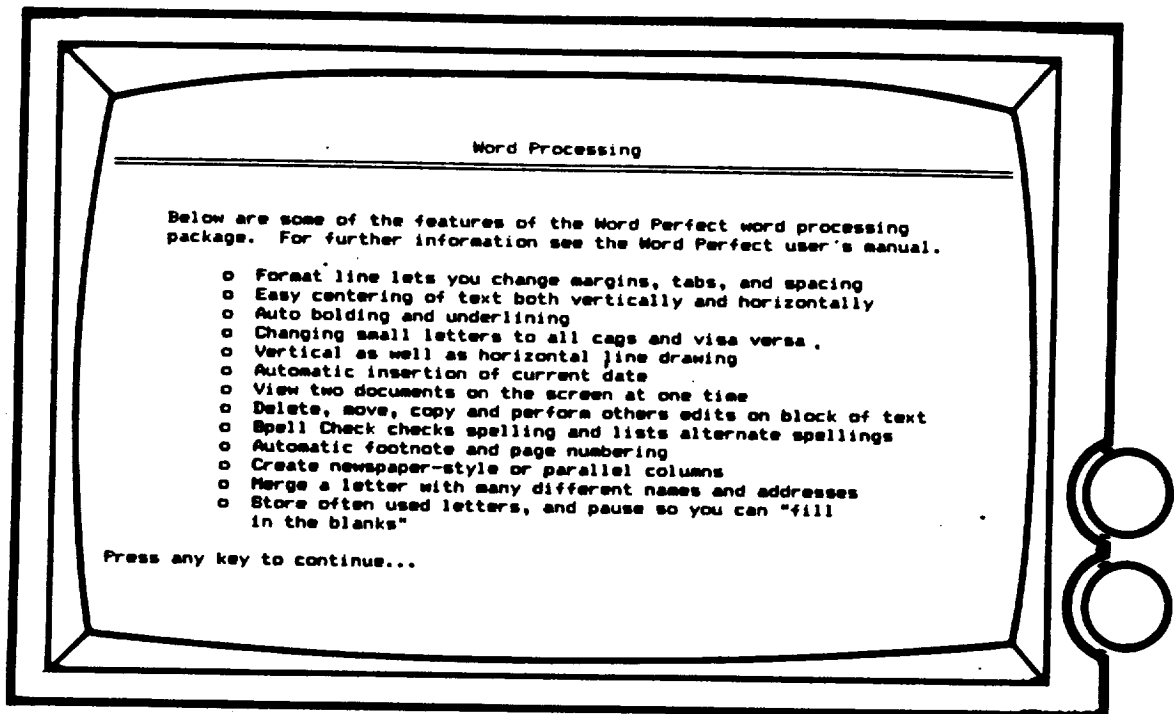


From here, select the office automation capability for which you would like to run a tutorial. The system will then display the first screen of the training program selected.

6.4.1 Online Word Processing Training

When you select Word Processing from the "Office Automation Orientation Menu", the following screens are displayed to introduce the word processing tutorial program. Press any key to advance from the first screen to the second one.

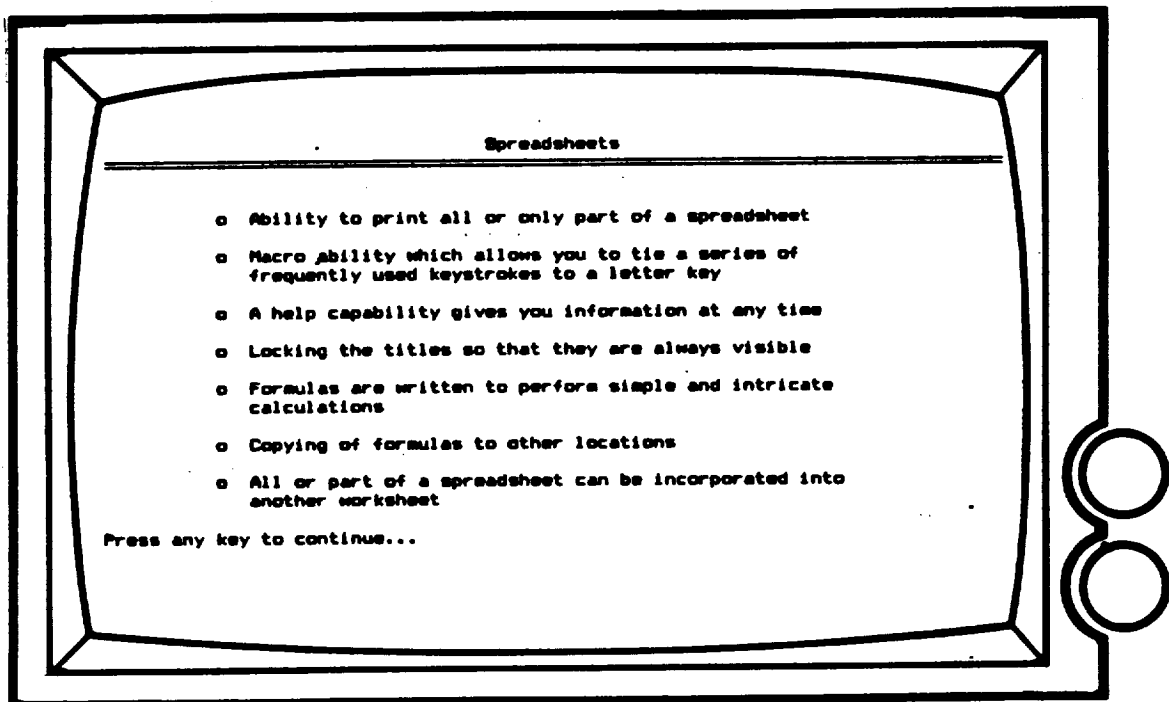
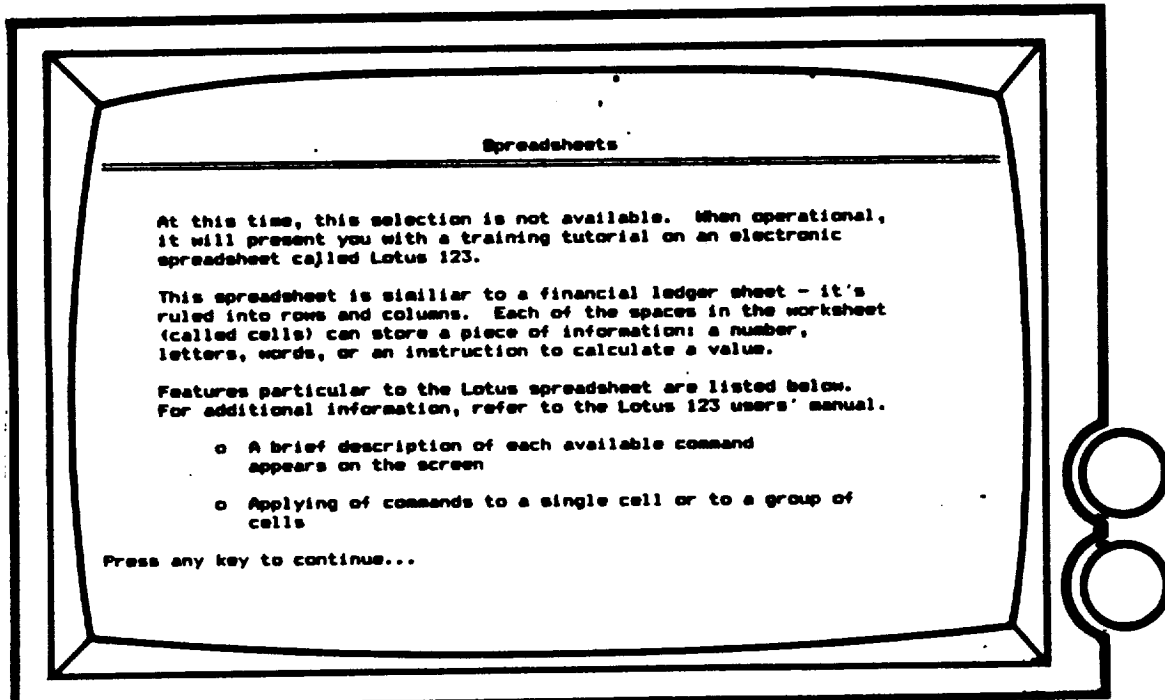


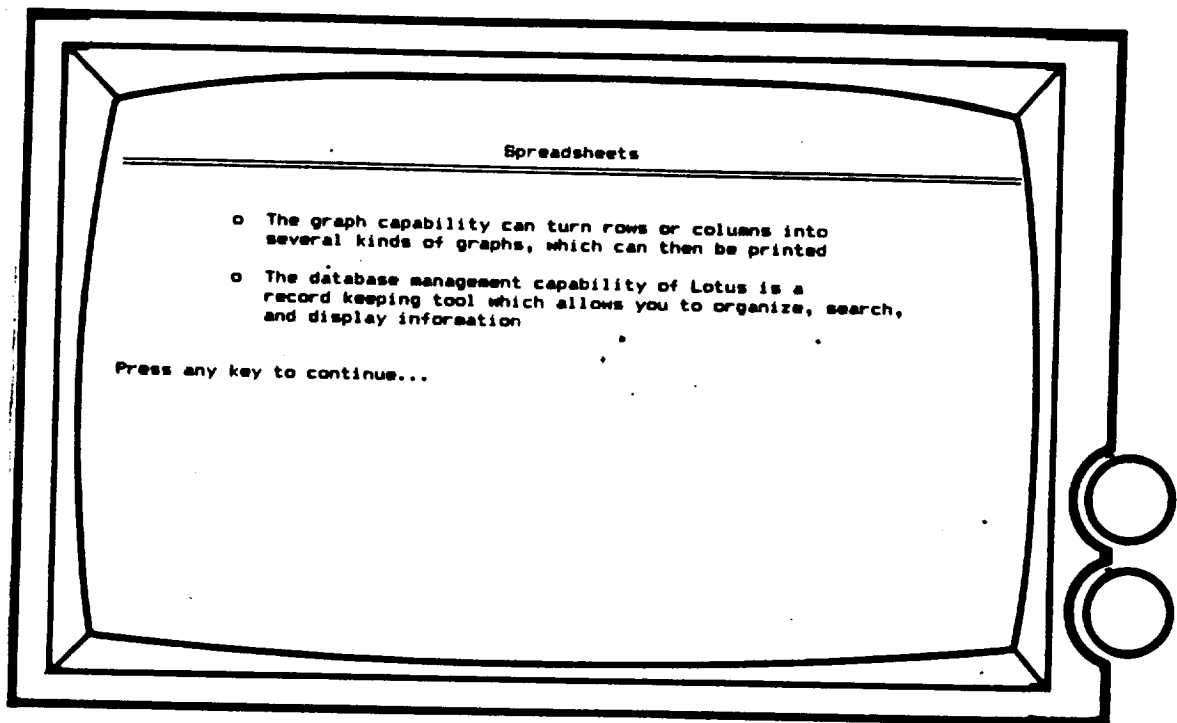


From here, press any key to return to the "Office Automation Orientation Menu".

6.4.2 Online Spreadsheets Training

When you select Spreadsheets from the "Office Automation Orientation Menu", the following screens are displayed to introduce the spreadsheets tutorial program. Press any key to advance from one screen to the next.

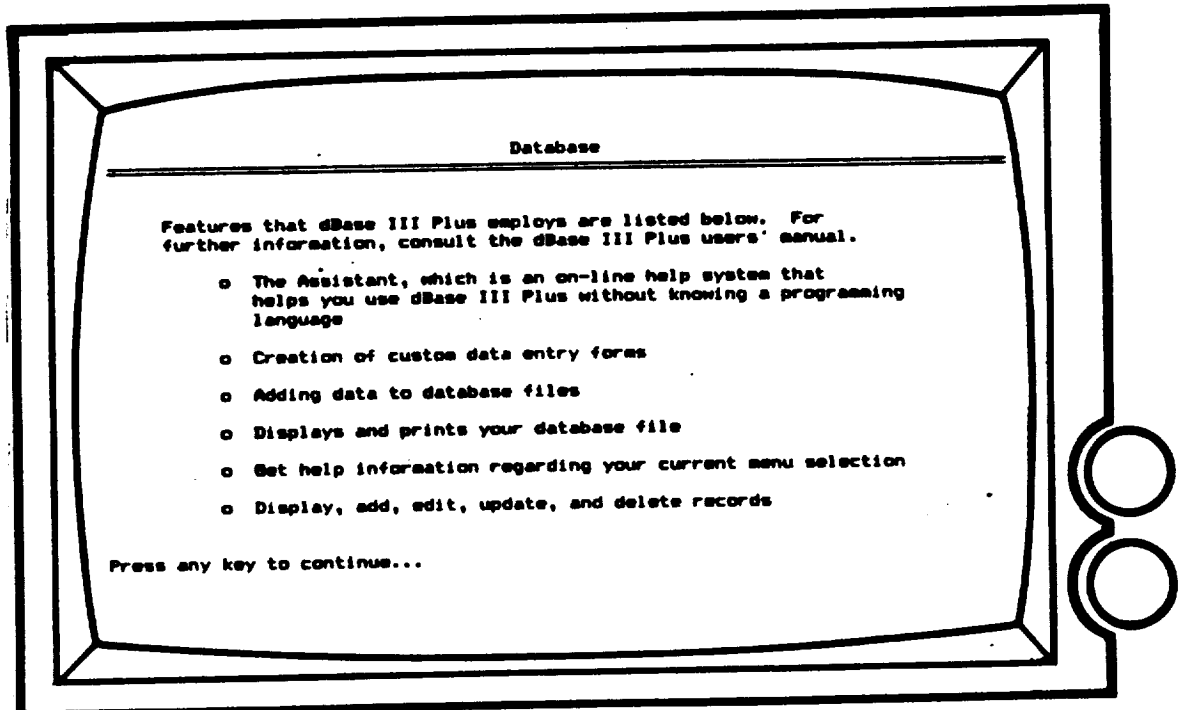
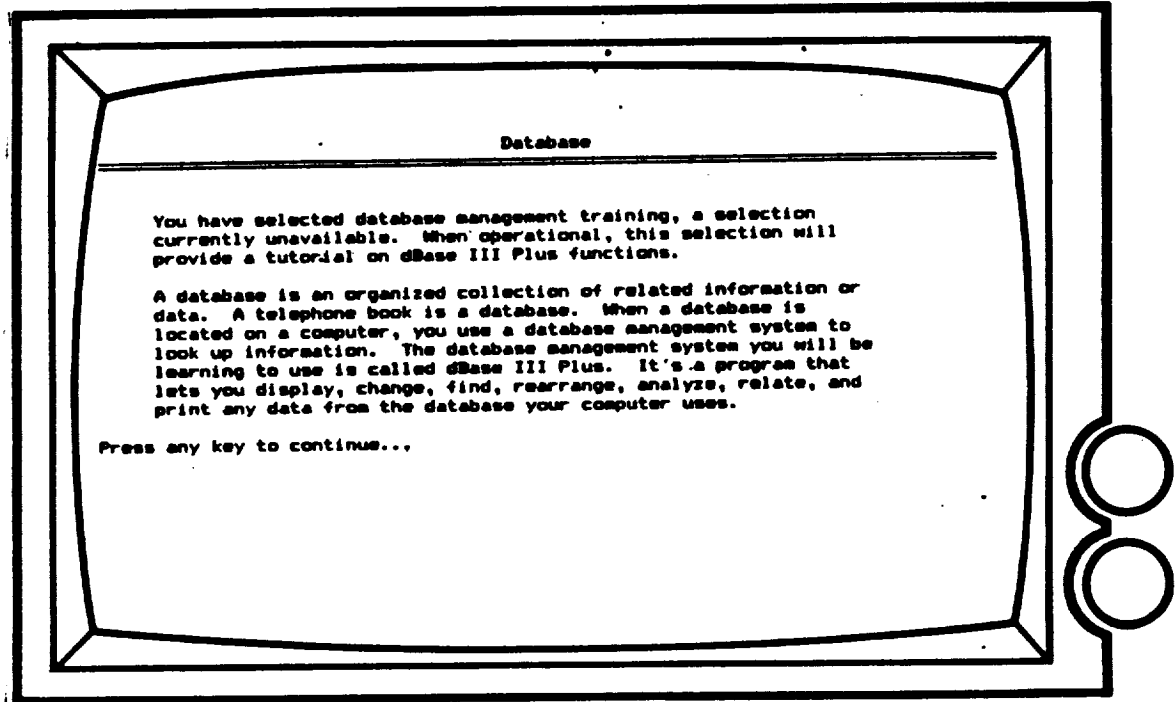




From here, press any key to return to the "Office Automation Orientation Menu".

6.4.3 Online Database Training

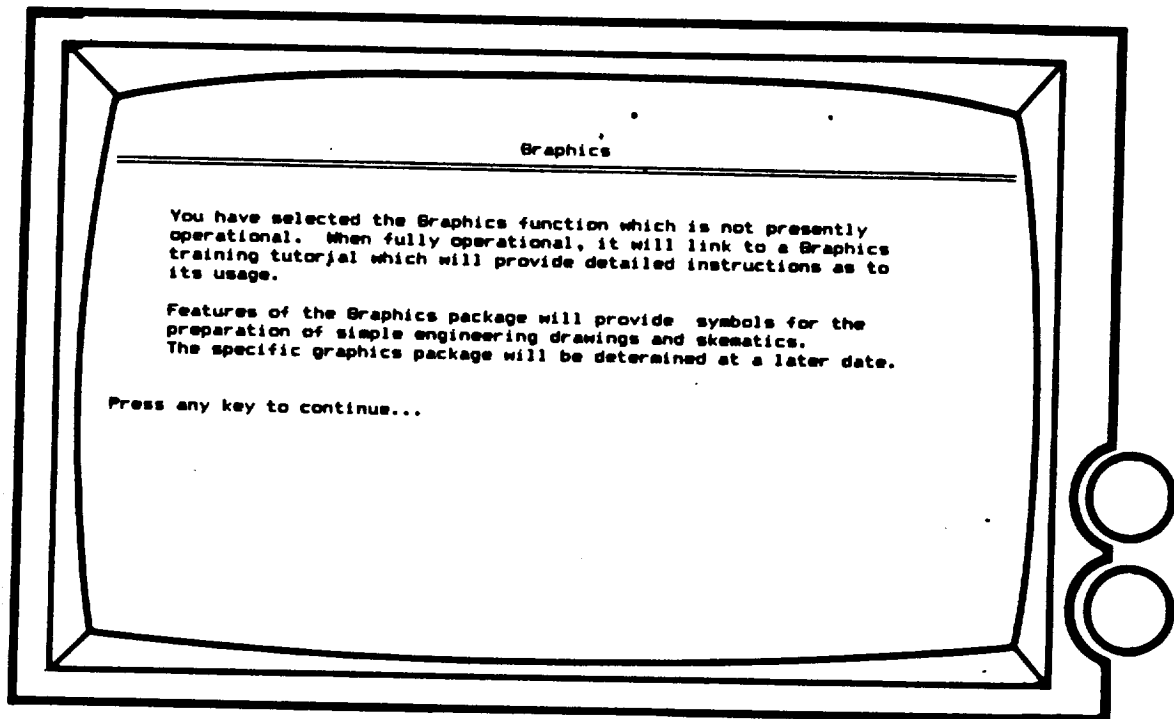
When you select Database from the "Office Automation Orientation Menu", the following screens are displayed to introduce the data base management system (DBMS) tutorial program. Press any key to advance from the first screen to the second one.



From here, press any key to return to the "Office Automation Orientation Menu".

6.4.4 Online Graphics Training

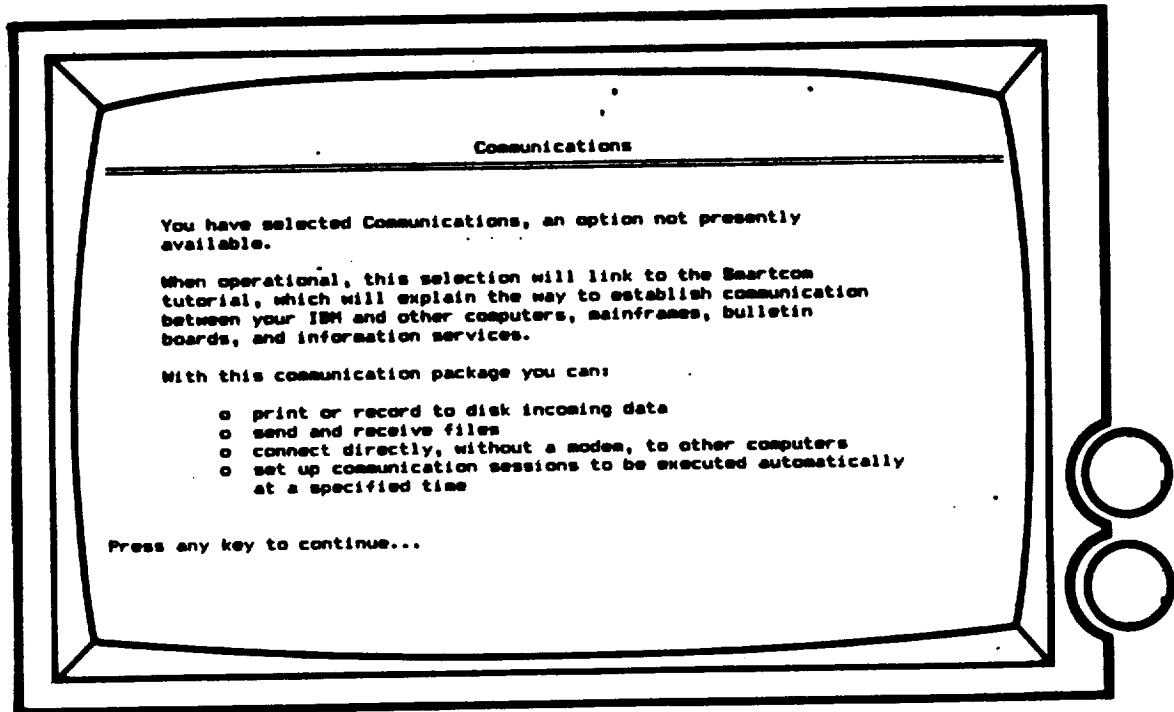
When you select Graphics from the "Office Automation Orientation Menu", the following screens are displayed to introduce the graphics tutorial program.



From here, press any key to return to the "Office Automation Orientation Menu".

6.4.5 Online Communications Training

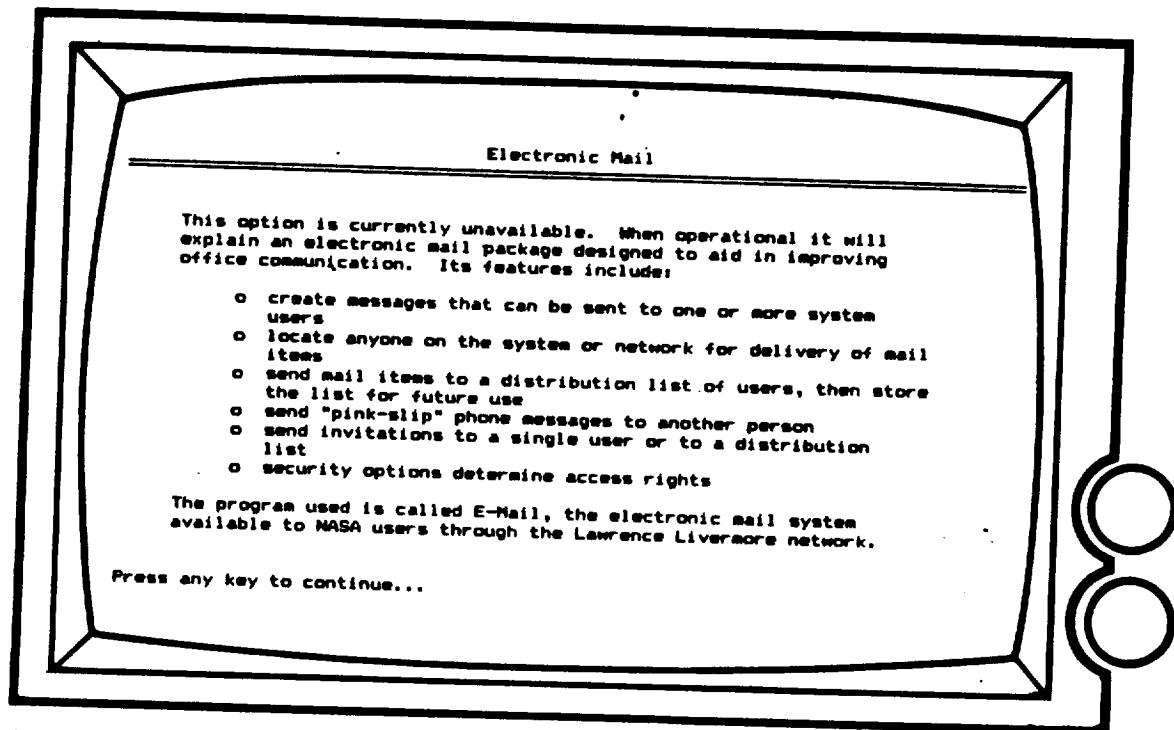
When you select Communications from the "Office Automation Orientation Menu", the following screen is displayed to introduce the communications tutorial program.



From here, press any key to return to the "Office Automation Orientation Menu".

6.4.6 Online Electronic Mail Training

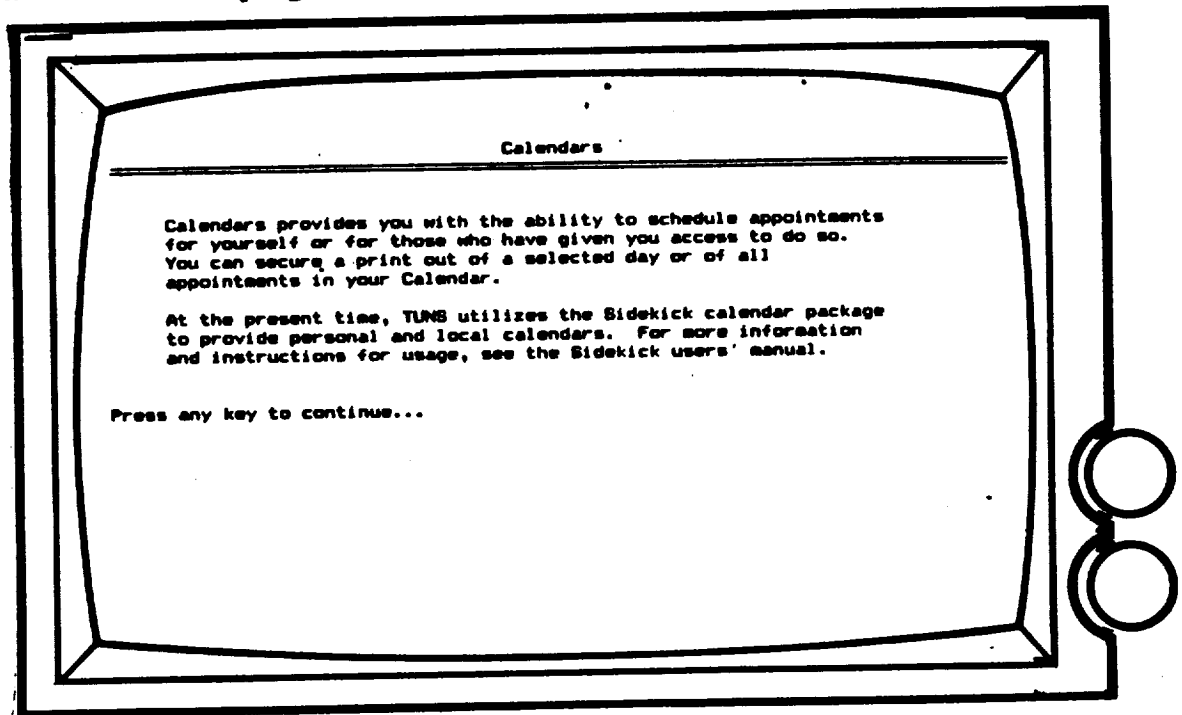
When you select Electronic Mail from the "Office Automation Orientation Menu", the following screen is displayed to introduce the electronic mail tutorial program.



From here, press any key to return to the "Office Automation Orientation Menu".

6.4.7 Online Calendars Training

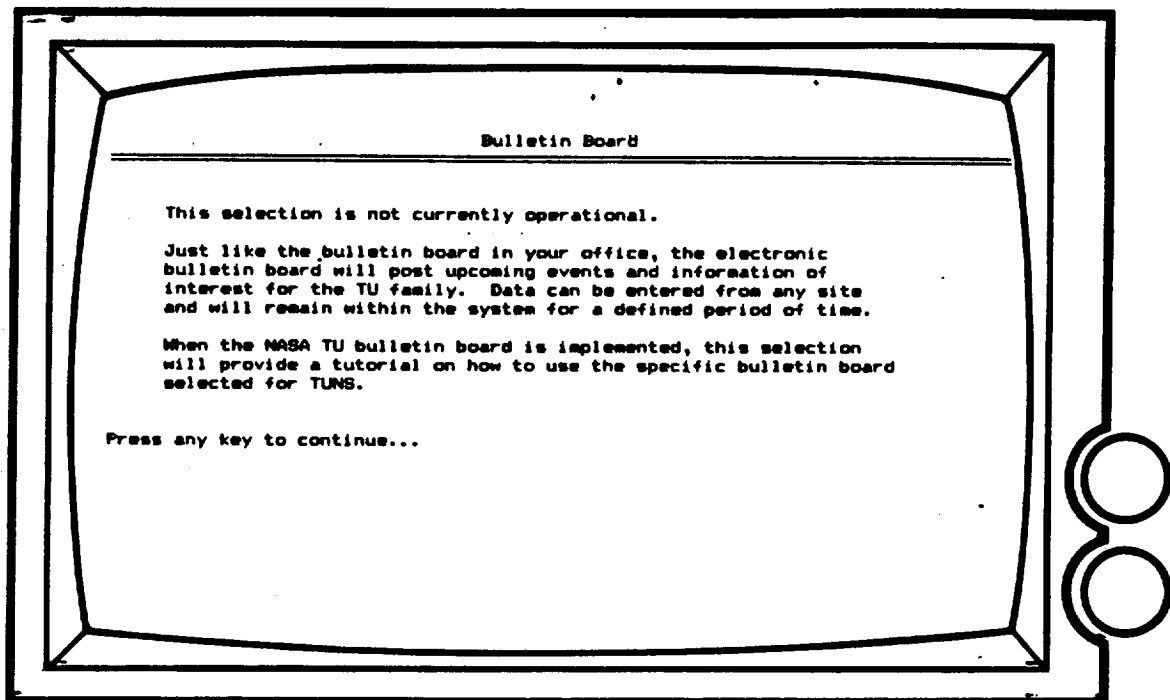
When you select Calendars from the "Office Automation Orientation Menu", the following screen is displayed to introduce the personal and office calendars tutorial program.



From here, press any key to return to the "Office Automation Orientation Menu".

6.4.8 Online Bulletin Board Training

When you select Bulletin Board from the "Office Automation Orientation Menu", the following screen is displayed to introduce the TU Bulletin Board tutorial program.

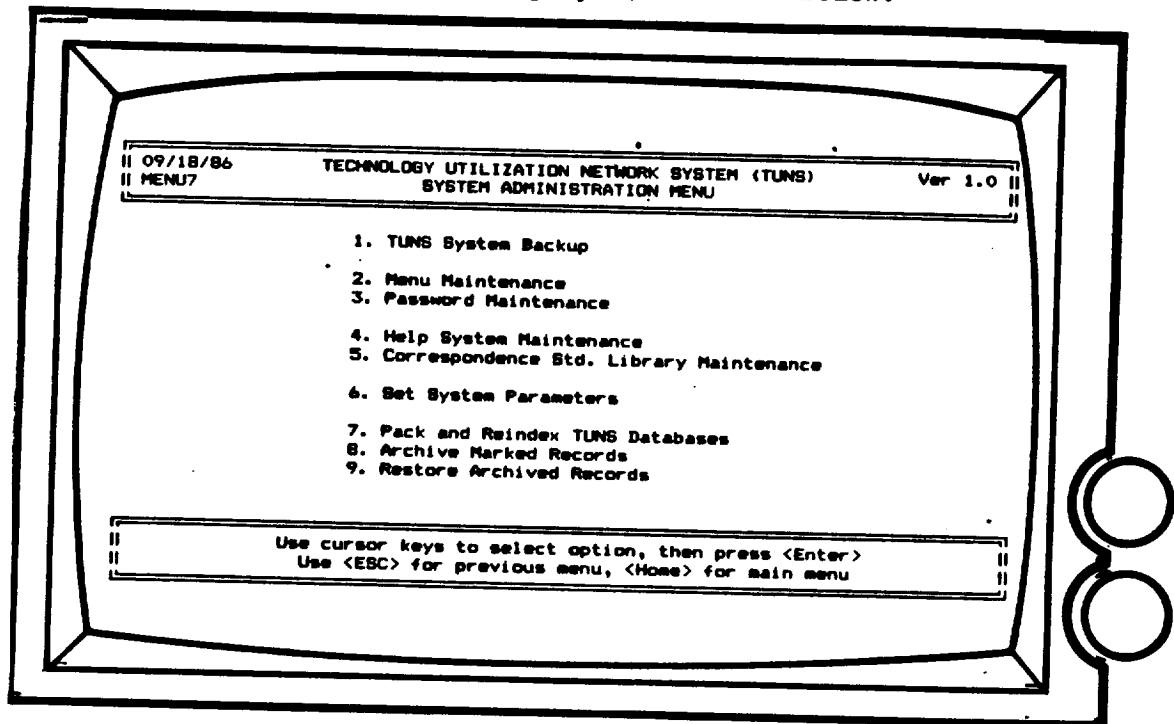


From here, press any key to return to the "Office Automation Orientation Menu".

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7.0 System Administration

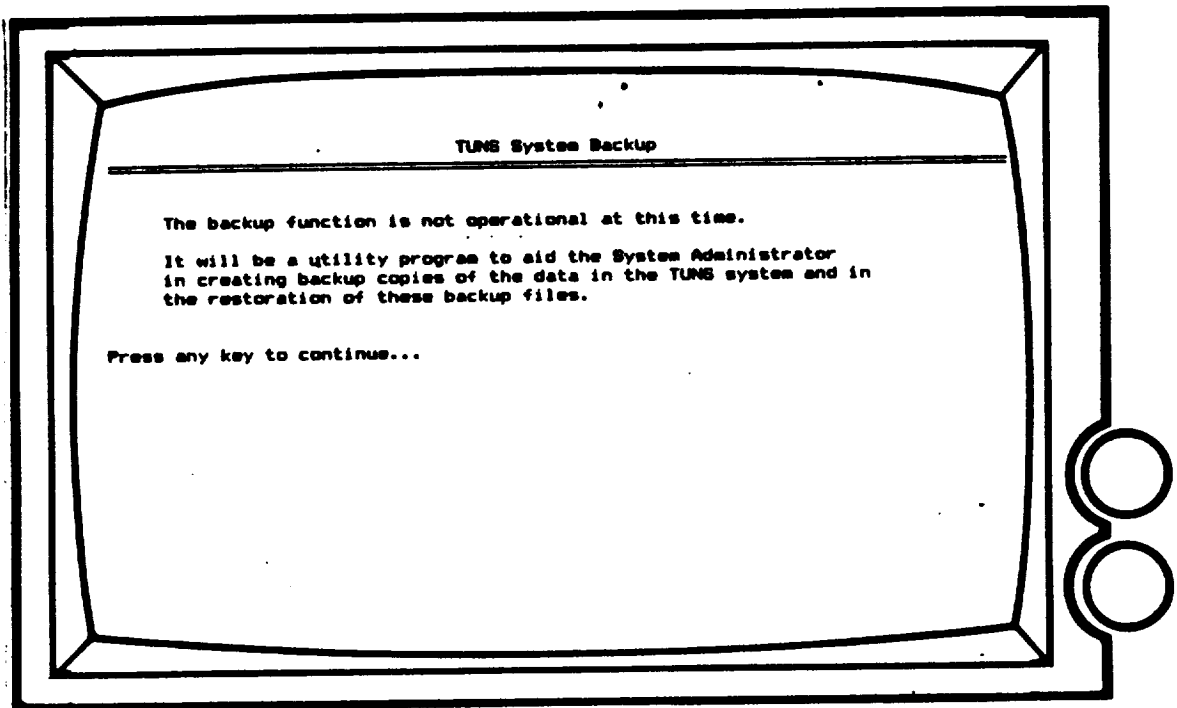
When you select System Administration from the TUNS "Main Menu", the "System Administration Menu" is displayed, as shown below.



From here, select which aspect of system administration you would like to perform. The system will then display the first screen associated with that function.

7.1 TUNS System Backup

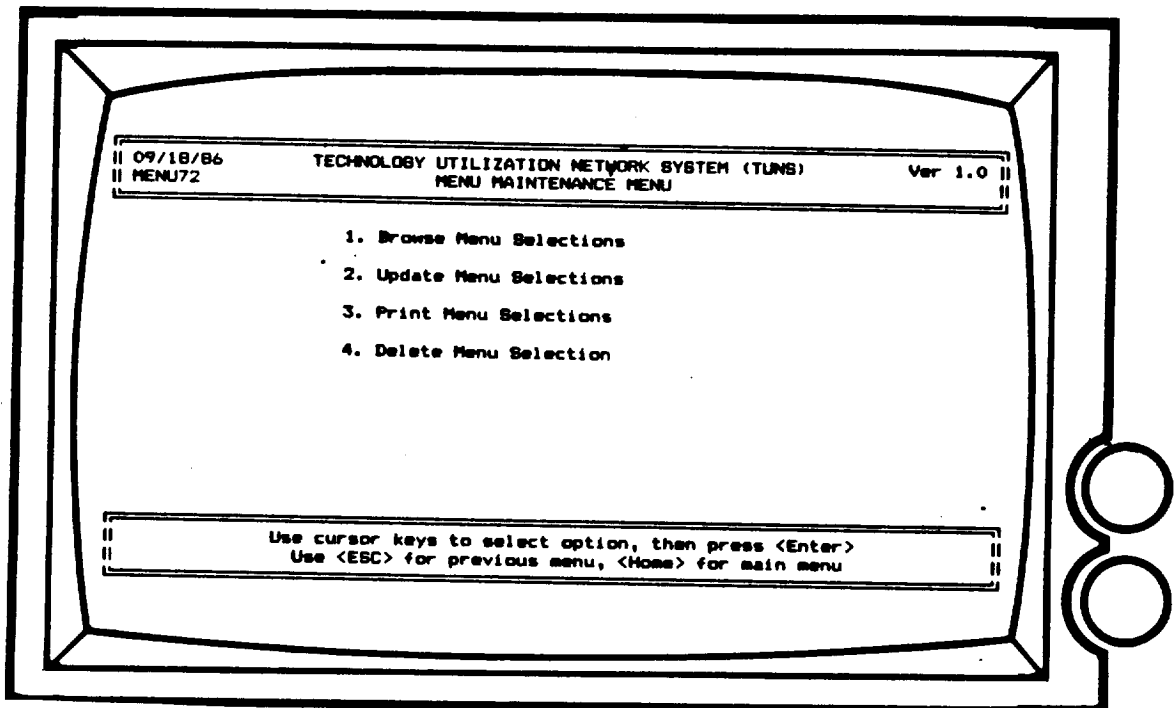
When you select TUNS System Backup from the "System Administration Menu", the following screen is displayed to briefly explain what is anticipated for the TUNS System Backup function.



Press any key to return to the "System Administration Menu".

7.2 Menu Maintenance

When you select Menu Maintenance from the "System Administration Menu", the "Menu Maintenance Menu" is displayed, as shown below.



From here, select which function you would like to perform on the system menus. The system will then display the first screen associated with that function.

7.2.1 Browse Menu Selections

When you select Browse Menu Selections from the "Menu Maintenance Menu", the following screen is displayed, allowing you to specify where you want to start browsing.

BROWSE MENU SELECTIONS

Menu name: MENUS

Browsing

After you have specified a starting point, the menu selections are displayed as shown below. You may then page backwards or forwards throughout the entire file.

BROWSE MENU SELECTIONS

Name	Seq	Description	Row	Col
MENUS	1	Forms/Documents	6	20
MENUS	2	Contract Administration	8	20
MENUS	3	Tracking	10	20
MENUS	4	Reporting	12	20
MENUS	5	Supporting Databases	14	20
MENUS1	1	New Technology Report	6	20
MENUS1	2	Tech Brief	8	20
MENUS1	3	Technical Support Package	10	20
MENUS1	4	Spinoff Article	12	20
MENUS11	1	Browse NTR Index	6	20
MENUS11	2	Keyword Search of Titles	8	20
MENUS11	3	Keyword Search of Text	10	20
MENUS11	4	Update NTR Items	12	20
MENUS11	5	Print NTR Items	14	20
MENUS11	6	Transit / Receive NTR Items	16	20

Press PgDn for next screen, PgUp for previous screen, or EBC to exit

7.2.2 Update Menu Selections

When you select Update Menu Selections from the "Menu Maintenance Menu", the "Menu Selection Definitions" screen is displayed as shown below, prompting you to identify which menu the selection appears on and the sequence number of the selection you want to update.

```

      MENU SELECTION DEFINITIONS
-----
Menu name: MENU36      Sequence number: 1

This record does not exist ... do you wish to add it ? Y

Creating / Updating

```

If the selection is not found, you can add it as a new selection. If the selection is found, the "Menu Selection Definitions" screen is redisplayed as shown below for your input. Press Cntl-End at any time to store your changes and exit back to the previous screen where you can update another selection, if desired.

```

MENU SELECTION DEFINITIONS
-----
Menu name:  MENU3           Sequence number:  1
-----
Row:  6      Column:  20
-----
Selection description:  Forms/Documents
Type of action:  M      (M=menu, D=do dBase program, R=run DOS command
                        B=back to previous menu, Q=exit to DOS)
Transfer control to user directory first ? (Y or N) . N
Menu/dBase program/DOS command/batch file:  MENU31
Parameter 1:                                     Parameter 2:
Parameter 3:                                     Parameter 4:

```

When finished, press **ESCAPE** instead of specifying another selection item and you will return to the "Menu Maintenance Menu".

7.2.3 Print Menu Selections

When you select Print Menu Selections from the "Menu Maintenance Menu", the system prints a list of all selections on all menus in the TUNS system, with complete selection definition data for each one. You will remain on the "Menu Maintenance Menu"; a message appears at the base of the screen to confirm that the report is printing. You can then select any other function from the menu.

A sample of the "Print Menu Selections" report will be available as a separate handout at the TUNS demonstration.

7.2.4 Delete Menu Selection

When you select Delete Menu Selections from the 'Menu Maintenance Menu', the 'Menu Selection Definitions' screen is displayed as shown below, prompting you to identify which menu the selection appears on and the sequence number of the selection you want to delete.

```

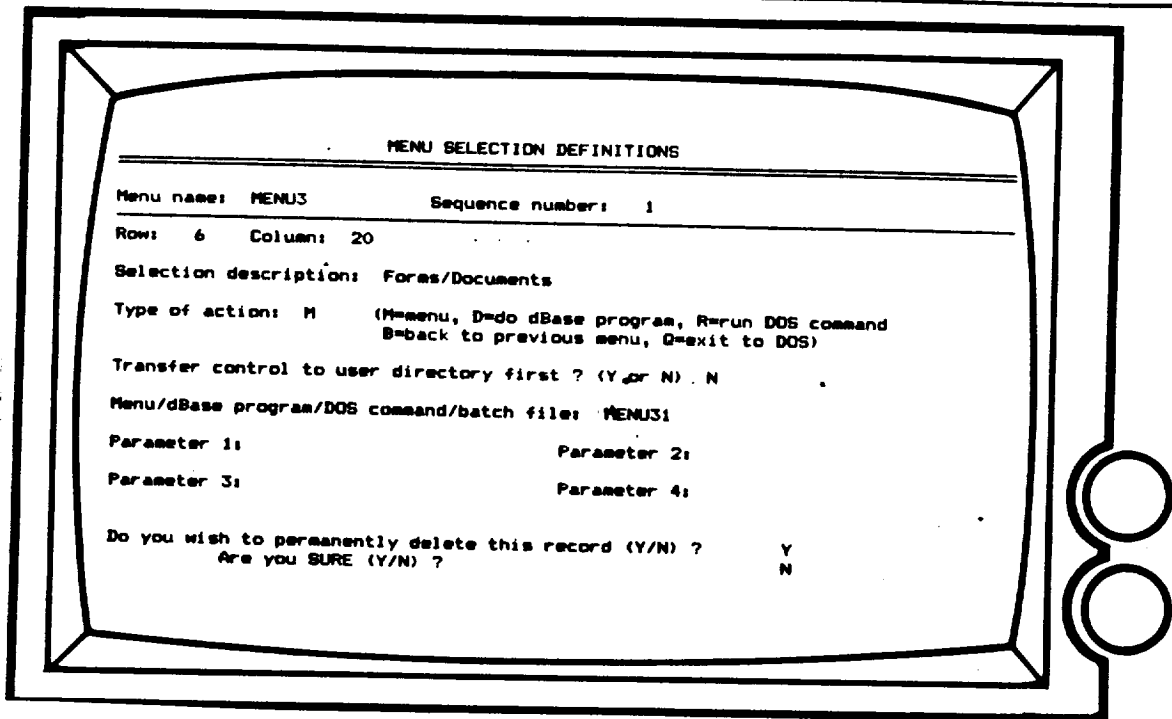
      MENU SELECTION DEFINITIONS
-----
Menu name:  MENUS      Sequence number:  6

This record does not exist
Press any key to continue...

Deleting

```

If the selection is not found, an error message is displayed. If the selection is found, the 'Menu Selection Definitions' screen is displayed as shown below for you to make sure this is the menu selection you want to delete.



```

MENU SELECTION DEFINITIONS
-----
Menu name: MENU3           Sequence number: 1
Row: 6   Column: 20
Selection description: Forms/Documents
Type of action: M          (M=menu, D=do dBase program, R=run DOS command
                          B=back to previous menu, Q=exit to DOS)
Transfer control to user directory first ? (Y or N) . N
Menu/dBase program/DOS command/batch file: MENU3
Parameter 1:                Parameter 2:
Parameter 3:                Parameter 4:

Do you wish to permanently delete this record (Y/N) ?      Y
Are you SURE (Y/N) ?                                       N

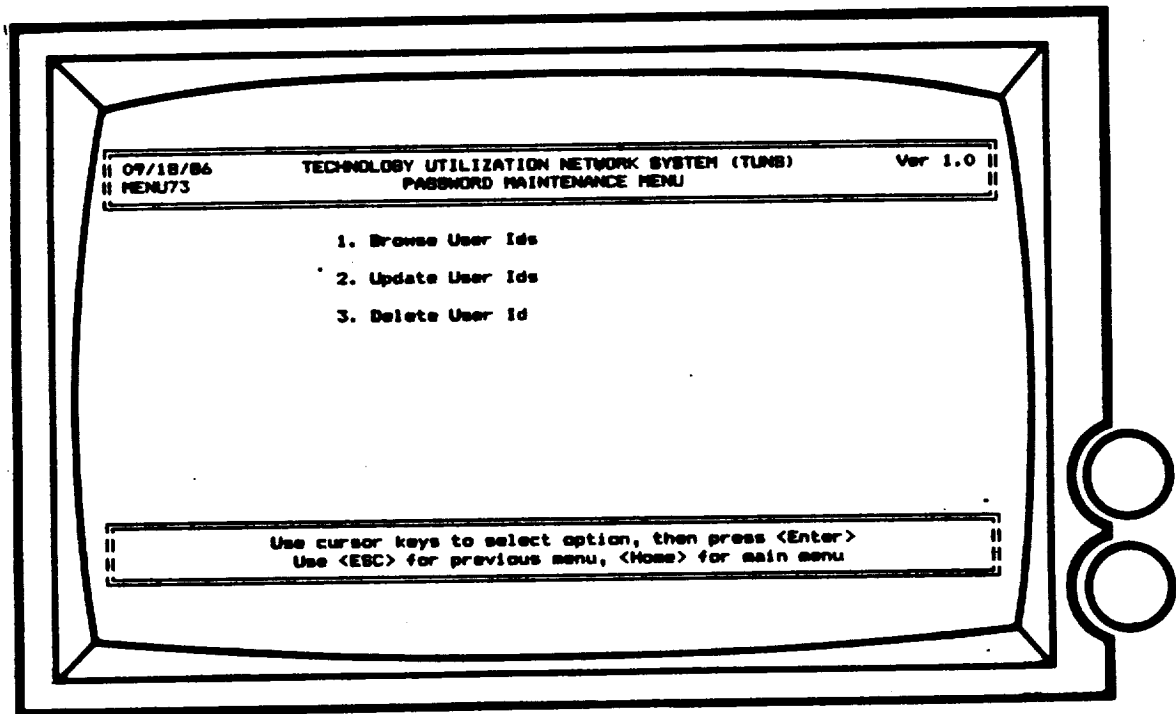
```

To delete the selection from the menu, type a "Y" at both of the prompts at the base of the screen and then press ENTER. Or press ENTER in response to the default of "N" to exit without deleting the selection. You will return to the previous screen. There you can consider another menu selection for deletion, if desired.

When finished, press ESCAPE instead of specifying another selection item and you will return to the "Menu Maintenance Menu".

7.3 Password Maintenance

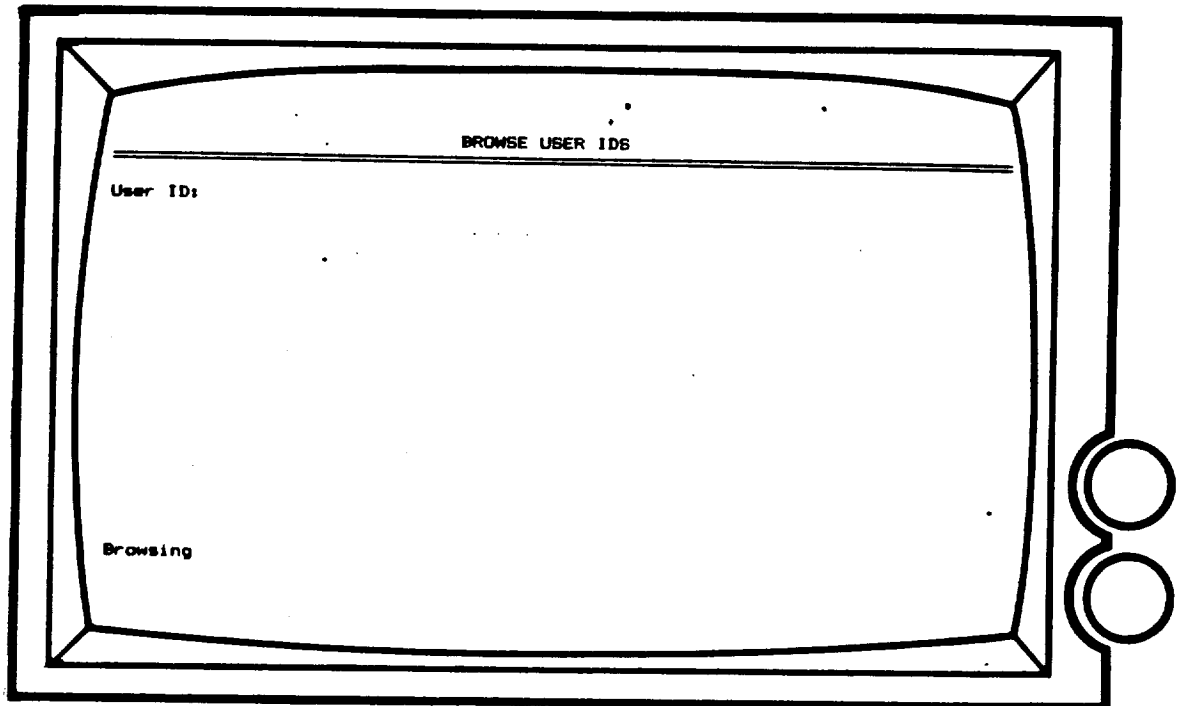
When you select Password Maintenance from the "System Administration Menu", the "Password Maintenance Menu" is displayed, as shown below.



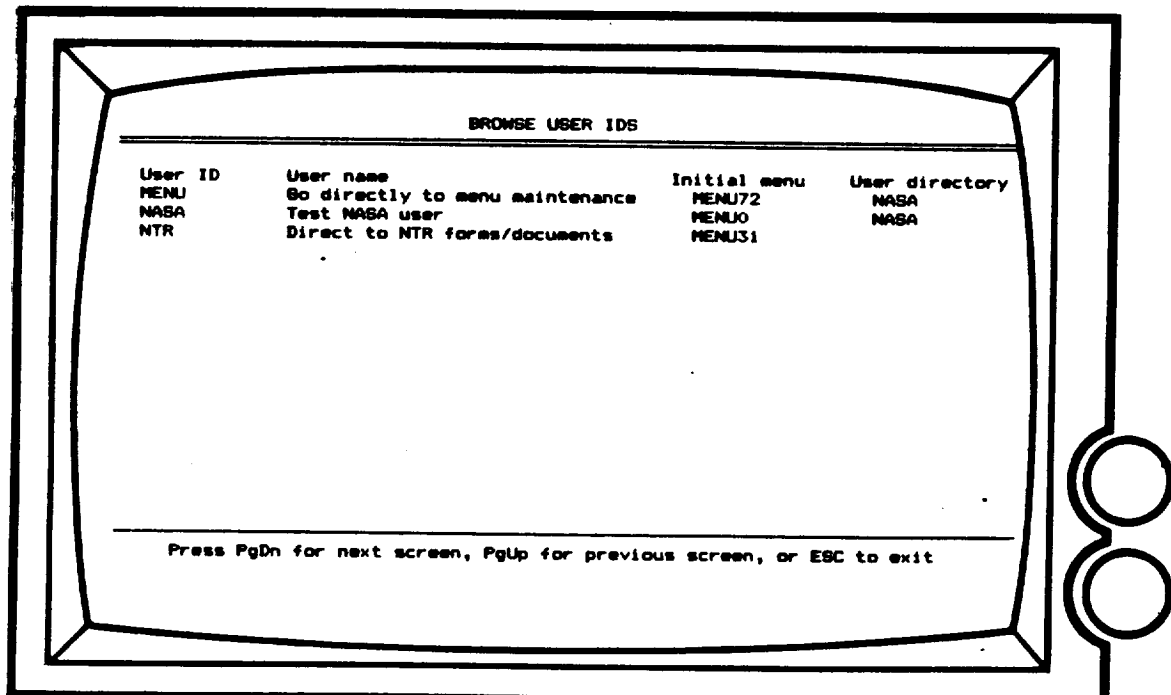
From here, select which function you would like to perform on the user ids. The system will then display the first screen associated with that function.

7.3.1 Browse User Ids

When you select Browse User Ids from the "Password Maintenance Menu", the following screen is displayed, allowing you to specify where you want to start browsing.



After you have specified a starting point, the user ids are displayed as shown below. You may then page backwards or forwards throughout the entire file.

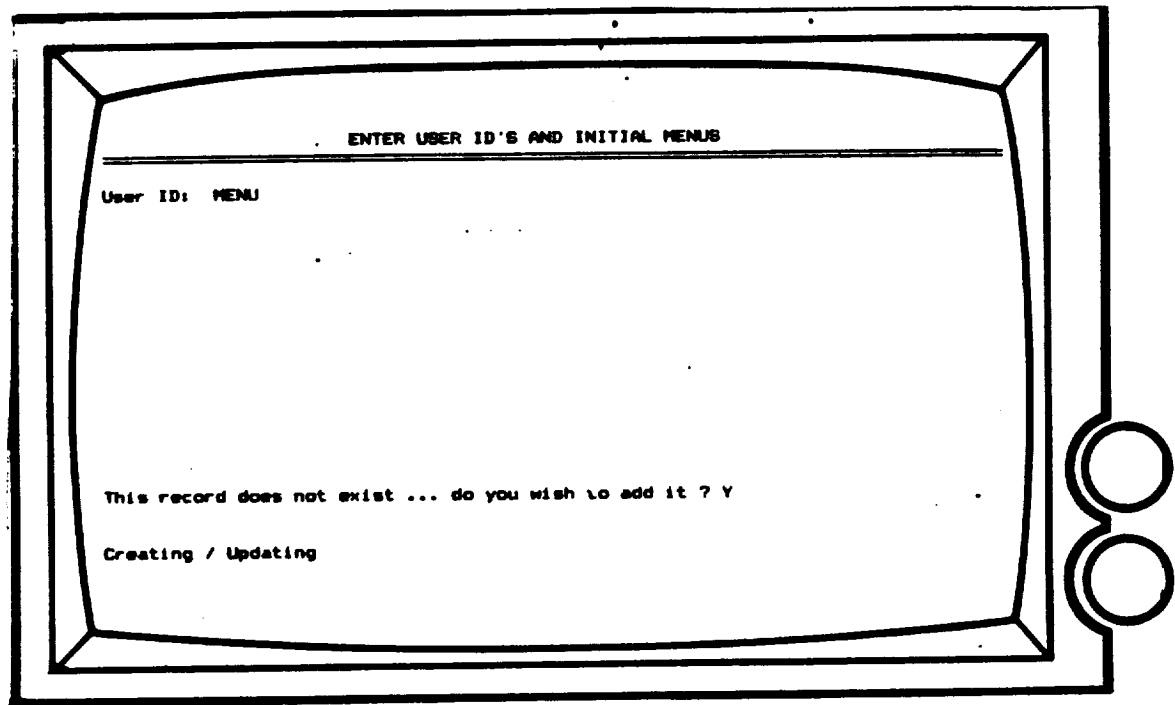


User ID	User name	Initial menu	User directory
MENU	Go directly to menu maintenance	MENU72	NASA
NASA	Test NASA user	MENU0	NASA
NTR	Direct to NTR forms/documents	MENU31	

Press PgDn for next screen, PgUp for previous screen, or ESC to exit

7.3.2 Update User Ids

When you select Update User Ids from the "Password Maintenance Menu", the "Enter User Ids and Initial Menus" screen is displayed as shown below, prompting you to identify the user id for which you want to update information.



```

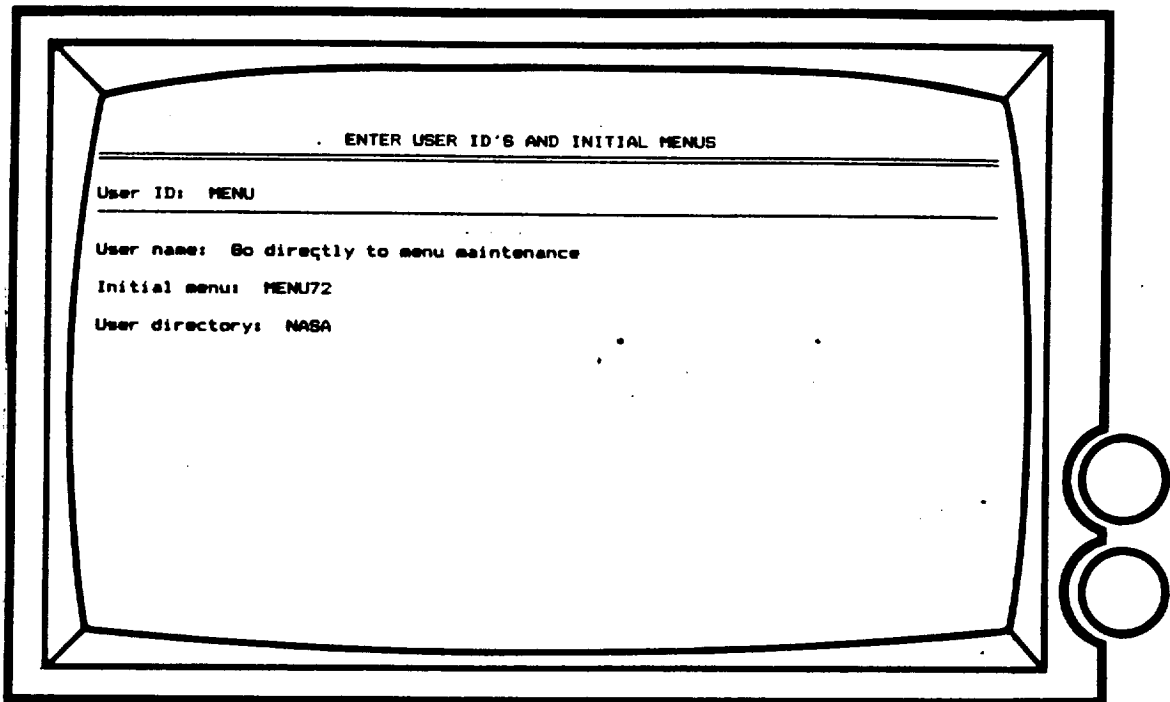
      ENTER USER ID'S AND INITIAL MENUS
-----
User ID: MENU

This record does not exist ... do you wish to add it ? Y

Creating / Updating

```

If the user id is not found, you can add it as a new user. If the user id is found, the "Enter User Ids and Initial Menus" screen is redisplayed as shown below for your input.



ENTER USER ID'S AND INITIAL MENUS

User ID: MENU

User name: Go directly to menu maintenance

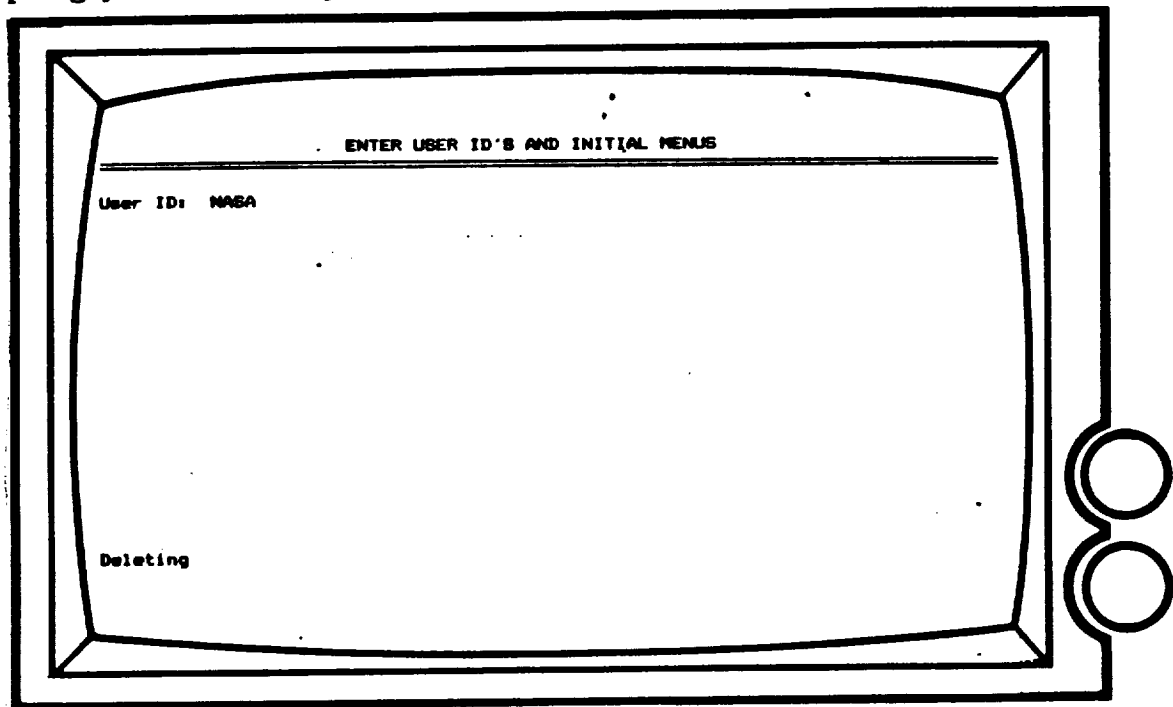
Initial menu: MENU72

User directory: NASA

Press Cntl-End at any time to store your changes and exit back to the previous screen where you can update another user id, if desired. When finished, press ESCAPE instead of specifying another user id and you will return to the "Password Maintenance Menu".

7.3.3 Delete User Id

When you select Delete User Id from the "Password Maintenance Menu", the "Enter User Ids and Initial Menus" screen is displayed as shown below, prompting you to identify which user id you want to delete.



If the user id is not found, an error message is displayed. If the user id is found, the "Enter User Ids and Initial Menus" screen is displayed as shown below for you to make sure this is the user you want to delete.


```
ENTER USER ID'S AND INITIAL MENUS

User ID: NASA

User name: Test NASA user
Initial menu: MENUO
User directory: NASA

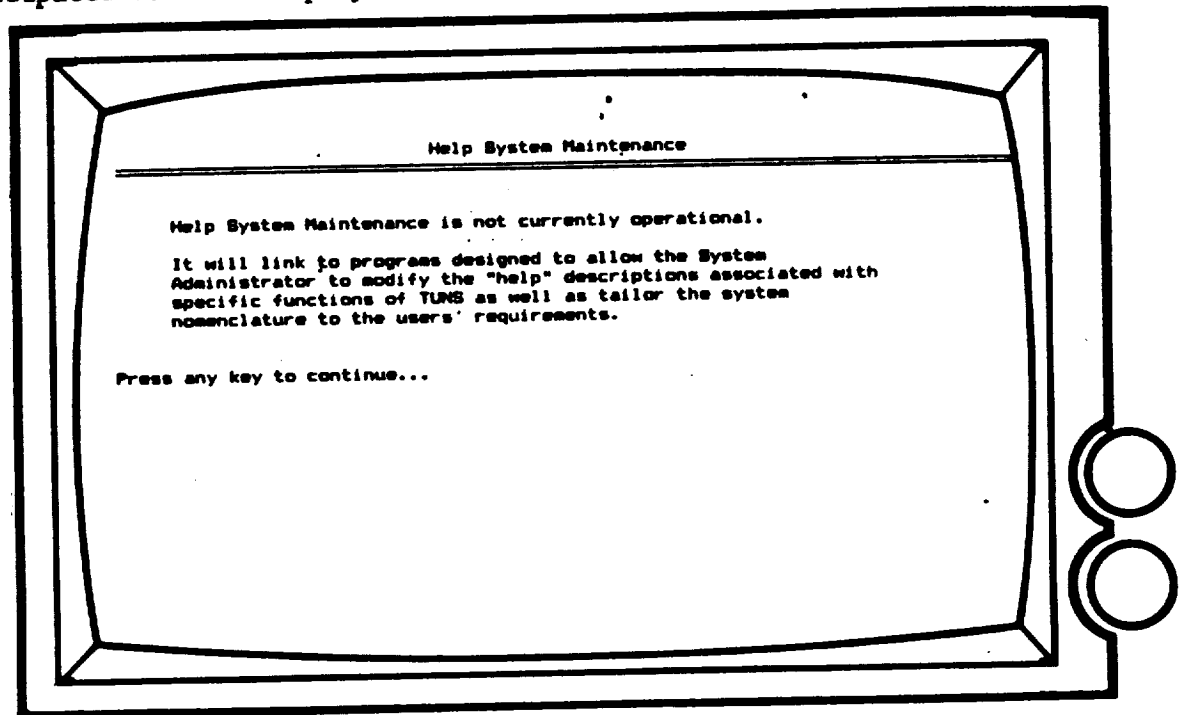
Do you wish to permanently delete this record (Y/N) ?      Y
Are you SURE (Y/N) ?                                      N
```

To delete the user id from the system, type a "Y" at both of the prompts at the base of the screen and then press ENTER. Or press ENTER in response to the default of "N" to exit without deleting the user id. You will return to the previous screen. There you can consider another user id for deletion, if desired.

When finished, press ESCAPE instead of specifying another user id and you will return to the "Password Maintenance Menu".

7.4 Help System Maintenance

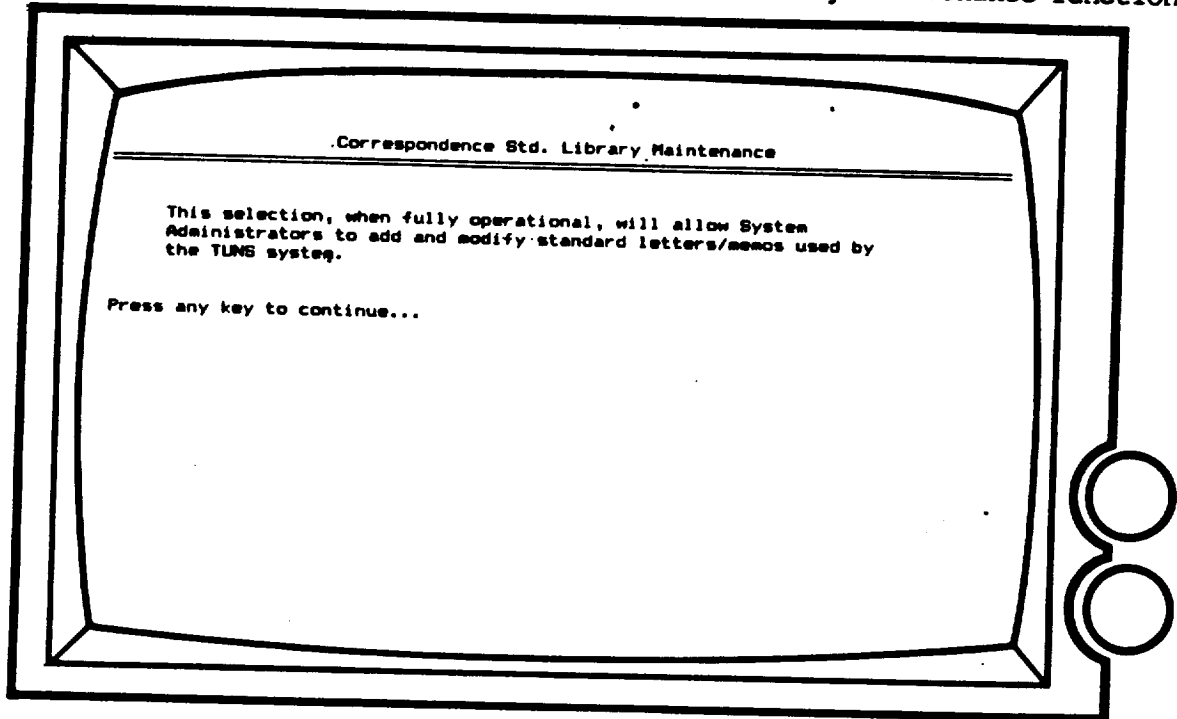
When you select Help System Maintenance from the "System Administration Menu", the following screen is displayed to briefly explain what is anticipated for the Help System maintenance function.



Press any key to return to the "System Administration Menu".

7.5 Correspondence Standard Library Maintenance

When you select Correspondence Std. Library Maintenance from the "System Administration Menu", the following screen is displayed to briefly explain what is anticipated for the Correspondence Std. Library Maintenance function.



Press any key to return to the "System Administration Menu".

7.6 Set System Parameters

When you select Set System Parameters from the "System Administration Menu", the following screen is displayed to allow you to update the system parameters.

```
SET SYSTEM PARAMETERS

Three-code letter for site: TST

Name of word processor: wp          Default NTR file extension: ntr
Name of graphics package: gr       Default NTR file extension: gr

Data directory (without trailing \): \nasa\data
User directory (without trailing \): \nasa\usr
NTR directory (without trailing \): \nasa\ntsr

NTR word processor file template: \nasa\forms\ntsrskel.ntsr
Tech brief word processor file template: \nasa\forms\techbref.tb
Tech brief word processor file extension: tb
TSP word processor file template: \nasa\forms\tspskel.tsp
TSP word processor file extension: tsp
```

Press Ctrl-End to save the data and return to the "System Administration Menu".

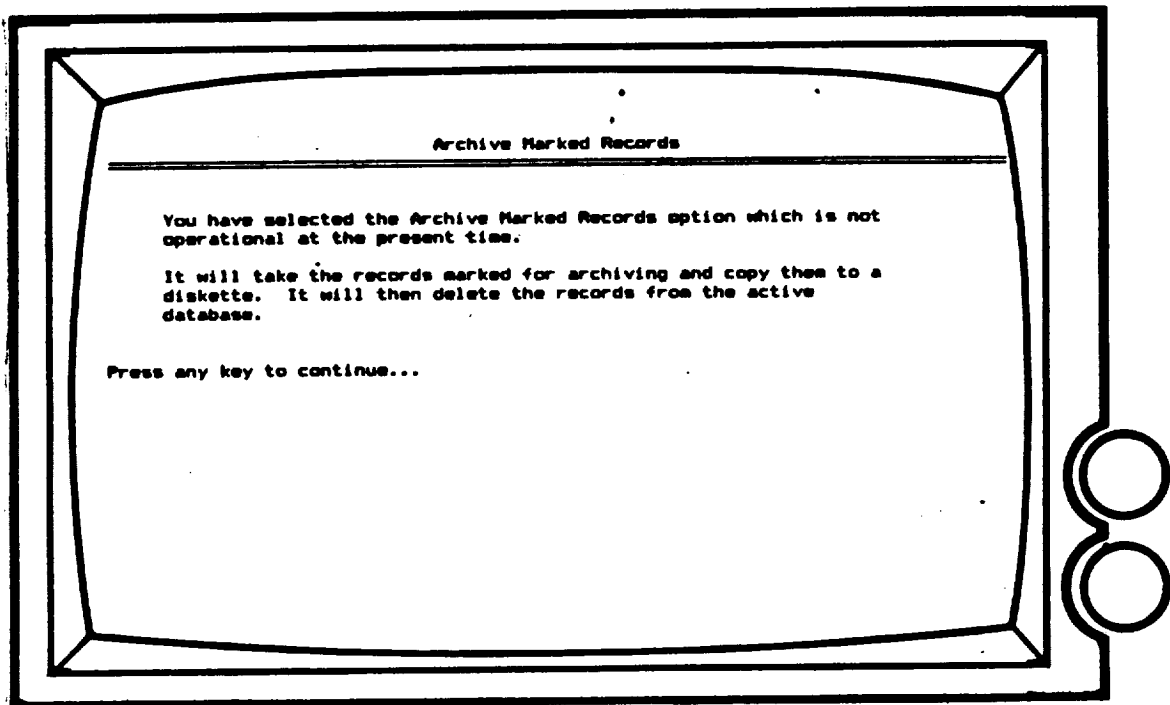
7.7 Pack and Reindex TUNS Databases

When you select Pack and Reindex TUNS Databases from the "System Administration Menu", the system automatically packs and reindexes each of the databases associated with TUNS. The database file names and index file names appear on the screen as the action is performed.

This procedure removes all records marked for deletion, resequences the index by the predefined keys, and returns you to the "System Administration Menu".

7.8 Archive Marked Records

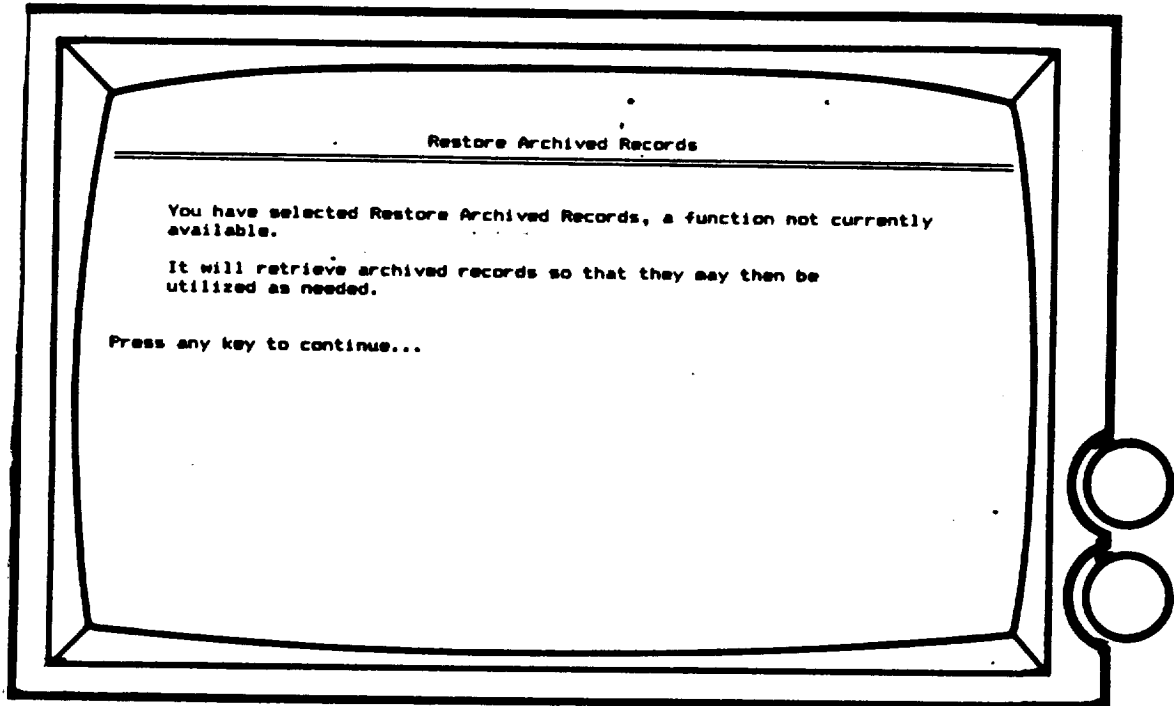
When you select Archive Marked Records from the "System Administration Menu", the following screen is displayed to briefly explain what is anticipated for the Archive Marked Records function.



Press any key to return to the "System Administration Menu".

7.9 Restore Archived Records

When you select Restore Archived Records from the "System Administration Menu", the following screen is displayed to briefly explain what is anticipated for the Restore Archived Records function.



Press any key to return to the "System Administration Menu".

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The TUNS Concept Demonstration Model was designed as a starting point for discussion on the type of TU automated system desired by NASA.

The TUNS Evaluation/Critique Form contained on the following pages is provided for you to submit your comments on the functionality of the TUNS Concept Demonstration Model, what changes you require, and additions you consider necessary to fully utilize an automated TU system.

Please submit your comments to the following address by October 15, 1986:

Information Systems & Networks Corporation
Attn: H.T. Judkins
10411 Motor City Drive
Bethesda, Maryland 20817

Thank you for your cooperation.

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TUNS Evaluation/Critique Form

About You

In which aspect of Technology Utilization do you work?

☐ IAC ☐ TU ☐ Other: _____

Do you carry management responsibilities in your office?

☐ Yes ☐ No

When TUNS is implemented will you, personally, be a system user?

☐ Yes ☐ No

About TUNS

If TUNS were installed as is in your office, would it be useful?

☐ Yes ☐ No

If not, why not: _____

Does the TUNS system reflect/fit in with the flow of work in/through your office? ☐ Yes ☐ No

What changes would make it fit better: _____

Which of the major packages have functions that you would find helpful with your work? (Check as many as are appropriate)

- ☐ Office Automation User Support
- ☐ Office Automation General Support
- ☐ TU Program/Project Management

- ☐ IAC Customer Support
- ☐ New Technology
- ☐ System Administration

For each package (or at least those you selected in the previous question), indicate with an "X" whether functions currently included in that package are appropriate, unnecessary, insufficient and or misplaced (belong in a different package also or instead). Then in the space provided, add your comments of explanation.

	Are the functions.....			
	Appropriate	Unnecessary	Insufficient	Misplaced
Office Automation User Support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>				
<hr/>				
Office Automation General Support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>				
<hr/>				
New Technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>				
<hr/>				
IAC Customer Support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>				
<hr/>				
TU Program/Project Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>				
<hr/>				

TUNS Evaluation Form (continued)

New Technology Package

Do the NTR Item data screens presented include fields for all the data you need to track?

What's missing? _____

What should change? _____

What types of TU documents would you want to transmit and receive through TUNS? To/from whom?

Do the New Technology Contract/Grant data screens include fields for all data you need to track?

What's missing? _____

What should change? _____

What additional reports would you like to see? _____

TUNS Evaluation Form (continued)

IAC Customer Support Package

Which of the functions shown on the menu would be of the most benefit to you?

What kind of marketing data and tools do you need for IAC? _____

What reports are required by IAC Management on a regular basis? _____

TU Program/Project Management Package

What reports are required by HQ on a regular basis? _____

Are these best produced at HQ or on-site and sent to HQ? _____

What reports are required by TU Management on a regular basis? _____

TUNS

Is the system "user-friendly?" What changes would make it easier to use?

Is the system structured logically in relation to your office? What changes would make it better suited to you and your work? _____

THANKS FOR YOUR INPUT!

